Spring Schedule 2013

Spring Semester Begins January 14, 2013
Priority Web Registration: November 26 - December 16
Open Registration: December 17 - January 13, 2013

PREPARE FOR TOMORROW; START TAKING CLASSES TODAY!


For current up to date information on classes, go to www.craftonhills.edu
Welcome Students

Dear Student:

Welcome to Crafton Hills College - one of the finest two-year institutions of higher education in the Inland Empire.

As a student at Crafton Hills College, you will have a multitude of opportunities.

Whether you are completing a program to prepare for transfer to a four-year college or university, an Associate in Arts or an Associate in Science, a certificate in an occupational program, or to take a course for retraining or general interest, I know you will find opportunities and experiences here that will be rewarding and stimulating. Our faculty and staff will provide you with excellent instructional and student services programs.

We are committed to helping you realize your educational and life goals.

Sincerely,

Cheryl Marshall
Interim President

CRAFTON HILLS COLLEGE
MISSION STATEMENT

The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.

The institution’s values are creativity, inclusiveness, excellence, and learning centeredness.

DIRECTORY OF OFFICES
(909) 794-2161

LEGEND ON CAMPUS
(See map on inside back cover)

AC................................. Aquatic Center
BC.................................. Bookstore Complex
BK.................................. Bookstore
CL.................................. Classroom
CC................................. College Center
CHS................................ Chemistry & Health Science
CDC.............................. Child Development Center
CRC.............................. Crafton Center
CRM.............................. Crafton Room
G.................................. Gymnasium
LADM............................. Laboratory/Administration
LRC.............................. Learning Resource Center
LRC.............................. Library
OE-1, OE-2.......................... Occupational Education
PAC.............................. Performing Arts Center
SSA.............................. Student Services A
SSB.............................. Student Services B
SCC.............................. Student Center/Cafeteria

LEGEND OFF-CAMPUS

CLNC.............................. Clinic
DE.................................. Distributed Education
FLD.............................. Off-Campus Field
HOSP.............................. Hospital
RIAL-RFD........................... Rialto Fire Department
SBCMC............................ San Bernardino County Medical Center
SBRSTC............................ San Bernardino Richard Sewell Training Center
SBRETC........................... San Bernardino Regional Emergency Training Center
VETS.............................. Veterans' Hospital
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<td>Services for Students</td>
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<td>Veterans Affairs Certifying Officials</td>
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### Spring 2013 Term Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>November 26th</td>
<td>Spring Textbook Information &amp; Sale Available online.</td>
</tr>
<tr>
<td>December 12-17th</td>
<td>Book Buyback</td>
</tr>
<tr>
<td>December 12-17th</td>
<td>Financial Aid Applications for 2013-14 academic year available online.</td>
</tr>
<tr>
<td>January 4th</td>
<td>Deadline for High School Students to submit Concurrent Enrollment paperwork for admission to CHC.</td>
</tr>
<tr>
<td>January 13th</td>
<td>• Deadline to register for courses prior to start of term.</td>
</tr>
<tr>
<td>January 13th</td>
<td>• Deadline to drop courses prior to start of term and receive full refund.</td>
</tr>
<tr>
<td>January 14th</td>
<td>Term / Instruction Begins</td>
</tr>
<tr>
<td>January 21st</td>
<td>Martin Luther King Day (Observed) - Campus Closed</td>
</tr>
<tr>
<td>January 28th</td>
<td>Parking permit enforcement begins on all college streets and lots. (illegal parking regulations enforced at all times) Students may purchase Parking Permits online at <a href="http://www.craftonhills.edu/parking">www.craftonhills.edu/parking</a>.</td>
</tr>
<tr>
<td>February 1st</td>
<td>• Deadline to drop full-term (18-week) courses without a &quot;W&quot; grade.</td>
</tr>
<tr>
<td>February 1st</td>
<td>(refer to your registration statement for short-term course deadlines)</td>
</tr>
<tr>
<td>February 1st</td>
<td>• Deadline to request Pass/No-Pass grading option for full-term (18-week) courses.</td>
</tr>
<tr>
<td>February 8th</td>
<td>Lincoln’s Birthday (Observed) - Campus Closed</td>
</tr>
<tr>
<td>February 18th</td>
<td>Washington’s Birthday (Observed) - Campus Closed</td>
</tr>
<tr>
<td>February 25th-March 15th</td>
<td>EOP&amp;S Mid-Semester Progress Reports Due.</td>
</tr>
<tr>
<td>March 2nd</td>
<td>Deadline for Cal Grant GPA Verification</td>
</tr>
<tr>
<td>Friday, March 15th</td>
<td>Deadline for On-Campus Scholarship Applications.</td>
</tr>
<tr>
<td>March 18th</td>
<td>Off Campus Scholarship deadlines may vary.</td>
</tr>
<tr>
<td>March 18th</td>
<td>For more information, please call (909) 389-3354.</td>
</tr>
<tr>
<td>March 18th</td>
<td>First Day to open a file with Financial Aid for 2013-14</td>
</tr>
<tr>
<td>March 18th-23rd</td>
<td>Spring Break – Classes not in session</td>
</tr>
<tr>
<td>March 30th</td>
<td>Deadline to apply for Spring graduation.</td>
</tr>
<tr>
<td>April 5th</td>
<td>Deadline to withdraw from full-term (18-week) courses with a &quot;W&quot; grade.</td>
</tr>
<tr>
<td>April 9th</td>
<td>(refer to your registration statement for short-term course deadlines)</td>
</tr>
<tr>
<td>May 10th</td>
<td>Flex Day - Classes not in session</td>
</tr>
<tr>
<td>May 17th-23rd</td>
<td>Final Exams</td>
</tr>
<tr>
<td>May 23rd</td>
<td>Commencement</td>
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<tr>
<td>May 23rd</td>
<td>Scholars Convocation</td>
</tr>
<tr>
<td>May 30th</td>
<td>Priority Deadline for Financial Aid Fall 2013</td>
</tr>
<tr>
<td>May 30th</td>
<td>Official Fall grades available online at <a href="http://www.craftonhills.edu">www.craftonhills.edu</a></td>
</tr>
</tbody>
</table>
Final Exams

FINAL EXAMS: Friday, May 17 – Thursday, May 23, 2013
(Unless otherwise announced, all examinations will be held in regular classrooms.)

<table>
<thead>
<tr>
<th>TIME AND DAY OF REGULAR CLASS MEETING</th>
<th>TIME AND DAY OF FINAL EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>7, 8 a.m. F only</td>
<td>8 – 10:30 a.m. Friday, May 17</td>
</tr>
<tr>
<td>8 a.m. MWF, MF</td>
<td>8 – 10:30 a.m. Friday, May 17</td>
</tr>
<tr>
<td>9 a.m. F only</td>
<td>10:30 – 1 p.m. Friday, May 17</td>
</tr>
<tr>
<td>10, 10:30 a.m. MWF, MW</td>
<td>10:30 – 1 p.m. Friday, May 17</td>
</tr>
<tr>
<td>11 a.m. F only</td>
<td>10:30 – 1 p.m. Friday, May 17</td>
</tr>
<tr>
<td>12, 1 p.m. F only</td>
<td>1 – 3:30 p.m. Friday, May 17</td>
</tr>
<tr>
<td>1 p.m. MWF, MF</td>
<td>1 – 3:30 p.m. Friday, May 17</td>
</tr>
</tbody>
</table>

Conflicts and Make-ups

<table>
<thead>
<tr>
<th>TIME AND DAY OF REGULAR CLASS MEETING</th>
<th>TIME AND DAY OF FINAL EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>7, 7:30 a.m. MWF, MW</td>
<td>8 – 10:30 a.m. Monday, May 20</td>
</tr>
<tr>
<td>8, 9 a.m. M only</td>
<td>8 – 10:30 a.m. Monday, May 20</td>
</tr>
<tr>
<td>11, 11:30 a.m. MWF, MW, M only</td>
<td>10:30 – 1 p.m. Monday, May 20</td>
</tr>
<tr>
<td>1, 1:30, 2 p.m. M only</td>
<td>1 – 3:30 p.m. Monday, May 20</td>
</tr>
<tr>
<td>2:30, 3, 3:30 p.m. MWF, MW, M only</td>
<td>1 – 3:30 p.m. Monday, May 20</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TIME AND DAY OF REGULAR CLASS MEETING</th>
<th>TIME AND DAY OF FINAL EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30, 9, 9:30 a.m. TTh</td>
<td>8 – 10:30 a.m. Tuesday, May 21</td>
</tr>
<tr>
<td>9 a.m. T only</td>
<td>8 – 10:30 a.m. Tuesday, May 21</td>
</tr>
<tr>
<td>10, 10:30, 11 a.m. TTh, T only</td>
<td>10:30 – 1 p.m. Tuesday, May 21</td>
</tr>
<tr>
<td>1, 1:30, 2 p.m. T only</td>
<td>1 – 3:30 p.m. Tuesday, May 21</td>
</tr>
<tr>
<td>1, 1:30, 2 p.m. TTh</td>
<td>1 – 3:30 p.m. Tuesday, May 21</td>
</tr>
<tr>
<td>2:30, 3, 3:30 p.m. T only</td>
<td>1 – 3:30 p.m. Tuesday, May 21</td>
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</tbody>
</table>

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<thead>
<tr>
<th>TIME AND DAY OF REGULAR CLASS MEETING</th>
<th>TIME AND DAY OF FINAL EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 a.m. MW, W only</td>
<td>8 – 10:30 a.m. Wednesday, May 22</td>
</tr>
<tr>
<td>9, 9:30 a.m. MWF, MW, W only</td>
<td>10:30 – 1 p.m. Wednesday, May 22</td>
</tr>
<tr>
<td>1, 1:30, 2 p.m. MW</td>
<td>1 – 3:30 p.m. Wednesday, May 22</td>
</tr>
<tr>
<td>1, 1:30, 2, 3 p.m. W only</td>
<td>1 – 3:30 p.m. Wednesday, May 22</td>
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<table>
<thead>
<tr>
<th>TIME AND DAY OF REGULAR CLASS MEETING</th>
<th>TIME AND DAY OF FINAL EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>7, 7:30, 8 a.m. TTh, T only</td>
<td>8:10:30 a.m. Thursday, May 23</td>
</tr>
<tr>
<td>11 a.m. Th only</td>
<td>10:30 – 1 p.m. Thursday, May 23</td>
</tr>
<tr>
<td>12, 12:30 p.m. TTh</td>
<td>10:30 – 1 p.m. Thursday, May 23</td>
</tr>
<tr>
<td>12:30, 1, 1:30, 2, 3 p.m. Th only</td>
<td>1 – 3:30 p.m. Thursday, May 23</td>
</tr>
<tr>
<td>2:30, 3, 3:30 p.m. TTh</td>
<td>1 – 3:30 p.m. Thursday, May 23</td>
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</tbody>
</table>

NOTE: There may be conflicts for some day classes, especially those that have an unusual meeting pattern (e.g., a day class that meets only once a week). If you have a conflict, notify your instructor at once. All conflicts should be resolved with the instructor before final exam week.

EVENING (4 p.m. or after) AND SATURDAY CLASSES

Final Exams will meet on the following days at the regular class time:

<table>
<thead>
<tr>
<th>REGULAR CLASS MEETING</th>
<th>FINAL EXAM DAY AND DATE</th>
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<tbody>
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<td>Monday, May 20</td>
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<tr>
<td>MW</td>
<td>Monday, May 20</td>
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<td>T</td>
<td>Tuesday, May 21</td>
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<tr>
<td>TTh</td>
<td>Tuesday, May 21</td>
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<td>W</td>
<td>Wednesday, May 22</td>
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<td>Th</td>
<td>Thursday, May 16</td>
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S                     *NOTE: In order for students to be able to attend Commencement on Thursday, May 23, Final Exams for evening classes meeting on Thursday evening only have been moved from Thursday, May 23 to Thursday, May 16.

Final examinations at other than scheduled times are permitted only by petition and for circumstances clearly beyond the student’s control. Approval of individual instructors is required for such exceptions. Instructors who wish to give final examinations at other than scheduled times MUST obtain prior approval from the Division Deans.

NOTE: Final Exams for SHORT-TERM CLASSES are given at the last regular class meeting. (Please refer to the Schedule of Classes for exact dates.)
Services for Students • Spring Hours

(All Telephone Numbers are in the 909 Area Code)

STUDENT SERVICES

ADMISSIONS OFFICE
Room SSA-212, 389-3372
E-mail: admissions@craftonhills.edu
Twitter: @CHCAdmissions
The office maintains all student records and all forms necessary to maintain enrollment status. These forms include, but are not limited to, application for admission, class changes, transcript requests, enrollment verification, name/address changes, class repetition, and a variety of petitions.
For current hours of operation check:
http://www.craftonhills.edu/Admissions&Records

ASSESSMENT CENTER
Room SSB-202, 389-3361
The CHC Assessment Center administers all assessment, basic skills and prerequisite challenge tests. The Assessment Center also provides proctor services to non-Crafton Hills College students who attend other colleges and universities and want to take their tests in a location other than that school. Contact the Assessment Center for additional information. Study Guides available upon request.
For current hours of operation check:
http://www.craftonhills.edu/Student_Resources/Counseling/Assessment

BOOKSTORE
Room BK-101, 389-3250
Website: www.bookstore.craftonhills.edu
For current store hours and events visit the Bookstore Website. The Bookstore offers online textbook information and textbook/supply sales with the option to pick-up or ship to your home. Along with course materials the Bookstore offers a selection of school supplies, study aids, backpacks, sportswear, snacks and beverages.

CAFETERIA
College Center, 389-3376
CHC’s cafe features homemade chili, banana bread, fresh baked cookies, and corn bread. Fresh salads and fruit are available. We offer a variety of hot and cold sandwiches and, of course, all types of burgers and fries. Breakfast and lunch specials are also available.
Hours: Monday - Thursday 7:30 am - 3:00 pm
Friday 7:30 am - 2:00 pm

CalWORKs
Room SSA-306, 389-3239
E-Mail: chccalworks@sbcc.cc.ca.us
The CalWORKs Program is designed to provide support and encouragement to TANF/CalWORKs recipients in order to help them reach their educational and career goals. Services include job placement, child care assistance, counseling, liaison representation with the county.
For current hours of operation check:
http://www.craftonhills.edu/Student_Resources/EOPS_CARE_CalWORKs

CAMPUS BUSINESS OFFICE
Room LADM-151, 389-3221
The CBO is available to collect credit exam fees, chemistry fees, loan defaults; grant overpayments; and settle obligations for returned checks. Hours: Monday - Friday 8:00 am - 4:00 pm

CAREER SERVICES
Room SSB-202, 389-3366
E-mail: careercenter@craftonhills.edu
CHC Career Services provides career information, online career programs and a listing of jobs available off campus. Career Services also provides free unlimited access to various programs for career search information, occupations, and labor market trends. Various employers list job openings with the Career Center. Some of these positions are posted on an Internet site for access from any computer. These are available for viewing in the Counseling Office or Career Center board on the classroom building. Staff is also available to help with resume writing and posting the resume on various websites.
For current hours of operation check:http://www.craftonhills.edu/Counseling

COLLEGE HONORS INSTITUTE
Room SCC-200, 389-3500
The College Honors Institute (CHI) at CHC strives to provide highly motivated students who have demonstrated outstanding academic achievements the opportunity to pursue their individual scholarly interest, participate in an intellectual community of students with a shared purpose of advancing scholarship, and interact with a dynamic cadre of professors interested in enriching students’ academic experience. Students admitted to the honors program received dedicated counseling; access to the Honors Center; and as a result of the college’s membership in the Honors Transfer Council of California (HTCC), opportunities for priority admission and scholarship consideration at for-year institutions. For a complete description of honors courses offered this semester, refer to the specific department listing in this schedule of classes. More information including admissions and completion requirements can be found on the CHI webpage at http://www.craftonhills.edu/Courses_and_Programs/College_Honors_Institute.

COORDINATE AGENCIES RESOURCES FOR EDUCATION (CARE) OFFICE
Room SSA-306, 389-3239
E-Mail: eops@craftonhills.edu
The CARE Program is an affiliate of the EOP&S Program. The CARE Program is designed to provide educational support services to meet the needs of the single parent who is 18 years of age or older, head of household, with at least one child under the age of 14 years old, and is a recipient of TANF/CalWORKs. Services include financial assistance with child care, workshops, on and off campus referrals.
For current hours of operation check:
http://www.craftonhills.edu/EOPS

COMMUNICATIONS
Room LADM-153, 794-2161
Students can visit the Communications Office to pay for parking citations. Any lost and found items can be turned in or claimed here. Students unsure of a campus office or department phone number can reach the college telephone operator by calling this office.
Hours: Monday - Friday 8:00 am - 4:00 pm

COUNSELING CENTER
Room SSB-201, 389-3366
E-mail: counselingcenter@craftonhills.edu
The Counseling Center provides students with the information necessary to plan personal and educational goals. Counselors are available to assist individuals in identifying goals and developing a long term educational plan to reach the goal. A Veterans’ Counselor is available on an appointment basis. Information and guidance are available to assist with developing plans to meet career/vocational goals as well as transfer goals. Counselors see students on a walk-in basis during peak dates and on a walk-in or appointment basis during off-peak dates. Please call for more information.
For current hours of operation check:
http://www.craftonhills.edu/Counseling

DISABLED STUDENT PROGRAMS & SERVICES
Room SSB-110, disabledstudentservices@craftonhills.edu
389-3325 • TTY 794-4105
Disabled Students Programs & Services (DSP&S) provides support services to students with verified disabilities in order to provide equal access to the educational process and to meet requirements of federal and state non-discrimination laws. Services include test accommodations, text in alternate formats, interpreters, note-takers, tutoring, adaptive technology, counseling, and learning disability assessment.
For current hours of operation check:http://www.craftonhills.edu/Disabled-StudentServices
DISTRIBUTED EDUCATION .........................441 W. 8th Street, San Bernardino, 384-4325  
E-mail: distributeded@sbccd.cc.ca.us  
The Distributed Education office coordinates the computer-delivered courses for students of Crafton Hills College in Yucaipa and San Bernardino Valley College. Online courses require access to a computer system with an Internet connection. Online courses may have up to five campus meetings, and hybrid courses have weekly campus meetings. Registration procedures, fees, and academic credits are the same as equivalent traditional classroom courses.  
The Internet site is http://dets.sbccd.org  
Hours: Monday - Friday ........................................... 8:00 am - 5:00 pm

EMERGENCY TRAINING CENTER .......... 2235 E. Perimeter Rd  
Email: info@sbretc.org  
San Bernardino, 389-3208  
This Center was funded by a grant from the Federal Aviation Administration. The center is used for training fire fighting personnel nationwide and internationally in the proper tactics for fighting aircraft interior and exterior fires and proper rescue techniques.  
Hours: Monday - Friday ........................................... 8:00 am - 4:30 pm

EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOP&S) .........................................Room SSA-306, 389-3239  
E-Mail: eops@craftonhills.edu  
The EOP&S Program is a state funded effort that provides special services to full time community college students. The program’s aim is to serve and encourage students from various backgrounds to continue their education at the community college level. Eligible students are provided with the necessary academic and personal support services to enable them to succeed at Crafton Hills College.  
For more information check:  
http://www.craftonhills.edu/EOPS

FINANCIAL AID OFFICE ...................... Room CL-214, 389-3223  
You may be eligible for financial assistance to help meet your educational expenses. There are many Federal and State aid programs available. Each has different qualifications and each is designed to meet special needs. Application forms are kept as simple as possible.  
For current hours of operation check:  
http://www.craftonhills.edu/FinancialAid

HEALTH AND WELLNESS CENTER ............... Room SSB-101  
389-3272 or 389-3273  
Registered Nurses/Public Health Nurses/Nurse Practitioner are available to provide first aid and primary care services for illness or injury. Some other services include: health evaluation and counseling, health advocacy and promotion, physical exams, medications, laboratory testing, blood pressure screening, immunizations, TB skin testing, pregnancy testing, birth control, emergency contraception, cervical and breast cancer screening, STD testing and treatment, HIV/AIDS testing, body fat testing, nutrition and weight management, stress evaluation and counseling, crisis counseling, personal counseling by a licensed Marriage Family Therapist, alcohol and drug abuse evaluation and counseling, vision and hearing tests, referrals to low-cost community health services and more. For more information:  
www.craftonhills.edu/healthcenter  
Hours: Monday - Thursday ............................... 8:00 am - 5:00 pm  
Friday ................................................................. 9:00 am - 1:00 pm  
(Hours are subject to change)

INTERNATIONAL STUDENTS ...............Room SSB-201 389-3366  
Crafton Hills College is approved by the Immigration and Naturalization Service to admit non-immigrant F-1 Visa International students. The number of such students permitted to enroll may be limited. In order to be considered for admission, all applicable materials must be submitted by the following deadlines:  
May 1 for Fall Semester  
November 1 for Spring Semester  
March 15 for Summer Session  
To obtain the required materials and procedures, contact the International Counselors located in SSB-201 or call 389-3366.

LIBRARY ......................................................... LRC, 2nd Floor  
389-3321  
The Library offers a collection of over 50,000 books and periodicals, and over 50 databases with full-text capacity. Electronic resources can be accessed on any of the 96 computers in our computer-lab or with password from any internet enabled computer-lab or with password from any internet enabled computer. Reference librarians and library staff are available to assist students with locating scholarly journals and research assistance. For additional information, visit our website at www.craftonhills.edu/library.  
Hours: Monday-Thursday.............................................. 8:00 am - 8:00 pm  
Friday ...................................................................... 8:00 am - 4:00 pm

STUDENT SENATE OFFICE .................. SCC-107  
E-mail: mcole@craftonhills.edu  
389-3410  
The Student Senate Office provides support for the Student Senate and student clubs and organizations; and issues ID and AS stickers. Our office is also a great place for information and/or directions. If you have questions, if you’re lost, please stop by and let us help you. Please call the office for more information.  
For current hours of operation check:  
http://www.craftonhills.edu/Student_Life

TUTORING CENTER............................... LRC, 1st floor  
389-3321  
The Tutoring Center provides FREE tutoring for a variety of courses and topics including math, writing, foreign languages, and the sciences. Tutoring is available by appointment and on a walk-in basis. The center also offers excellent study spaces for both group and individual study. During the semester, the center offers workshops on a variety of topics such as test-taking tips, note-taking strategies, and time management. For additional information, visit the center’s programs, visit our webpage at:  
http://www.craftonhills.edu/tutoring  
Hours: Monday - Thursday ........................................ 8:00 am - 8:00 pm  
Friday ...................................................................... 8:00 am - 2:00 pm  
(Hours are subject to change)

STUDENT SERVICES

(Needs)

To low-cost community health services and more. For more information:

http://www.craftonhills.edu/EOPS

To obtain the required materials and procedures, contact the International Counselors located in SSB-201 or call 389-3366.

For current hours of operation check:

http://www.craftonhills.edu/FinancialAid

For more information check:

http://www.craftonhills.edu/healthcenter

http://www.craftonhills.edu/EOPS

To obtain the required materials and procedures, contact the International Counselors located in SSB-201 or call 389-3366.

For current hours of operation check:

http://www.craftonhills.edu/Student_Life

The Tutoring Center provides FREE tutoring for a variety of courses and topics including math, writing, foreign languages, and the sciences. Tutoring is available by appointment and on a walk-in basis. The center also offers excellent study spaces for both group and individual study. During the semester, the center offers workshops on a variety of topics such as test-taking tips, note-taking strategies, and time management. For additional information, visit the center’s programs, visit our webpage at:  
http://www.craftonhills.edu/tutoring  
Hours: Monday - Thursday ........................................ 8:00 am - 8:00 pm  
Friday ...................................................................... 8:00 am - 2:00 pm  
(Hours are subject to change)
VETERANS SERVICES

THE VETERANS AFFAIRS (VA) Office at Crafton Hills College (CHC) is available to serve those students eligible for GI Bill benefits. The VA Certifying Official can provide you with any required forms and is able to answer questions. Please stop in or call for assistance.

APPLY FOR BENEFITS
Before receiving any benefits from the VA you must go to www.gibill.va.gov to apply for your GI Bill benefits. Once you have completed the application, bring a printed copy along with your DD-214 service/member 4 showing active status or honorable discharge to the Veterans Certifying Official.

TRANSCRIPTS
VA requires that all previous experience be evaluated towards your educational goal. Please bring official sealed transcript(s) to the Admissions & Records at Crafton Hills College upon application for benefits. Official transcripts must be sealed. Neglecting to submit transcripts can delay your benefits (Don’t forget about military and high school transcripts). Transcripts from all previous institutions must be evaluated prior to the start of the 2nd term of attendance at Crafton Hills College.

ACTIVE MILITARY/VETERAN PRIORITY REGISTRATION
As of January 1st 2008 California passed a bill giving active military and veteran’s priority registration. This allows any Active Military or Veteran to add courses during the earliest period of registration. To be eligible, orders showing Active status or DD-214 member 4 showing honorable, other than honorable, and general discharge must be provided to the Veterans Certifying Official.

REQUEST FOR VA EDUCATIONAL BENEFITS
This form must be completed and submitted to the Crafton Hills College Veterans Certifying Official at the beginning of every term you wish to use your Veterans benefits.

FINANCIAL AID
Collecting GI-Bill benefits does not disqualify you from other types of financial assistance. Contact the Crafton Hills College Financial Aid Office to explore your eligibility for other benefits. Military Veterans and dependents are advised to check additional outside sources for special scholarships that may be available to you. Explore your possibilities!

ADDS & DROPS
It is the students’ responsibility to notify the Crafton Hills College Veterans Services Certifying Official of any change in their class schedule. The Crafton Hills College Veterans Services Office must be notified of any changes in your class schedule in order to calculate proper payment.

VERIFY YOUR ENROLLMENT
After you have completed your paperwork and registered for classes you then must complete your self certification on the last day of every month in which you are enrolled in courses by using the W.A.V.E. system at: www.gibill.va.gov/wave or 1-877-823-2378 (Note: does not apply to CH 33 & 35)

VA WORK STUDY
The VA work-study program is available to VA educational recipients who are enrolled in at least 9 units or more (spring or fall, for summer see your VA Certifying Official). Veteran students may work at any VA site that participates in the program. Inquire at any VA work site for openings and participation.

TUTORIAL ASSISTANCE
Tutoring is free to all veteran students. These programs provide assistance in labs, small groups, and one-on-one sessions in most subjects and skills areas.

The Veterans Services San Bernardino County Office is also available to help you with all of your VA benefits. You may call the Veterans Services San Bernardino County VA Office if you have questions. The address and phone number is listed below.

SAN BERNARDINO COUNTY VETERANS SERVICES
175 W. Fifth St, 2nd floor
San Bernardino, CA 92415-0470
(909) 387-5516

It is recommended that you record your DD214 with the local County Recorders Office. This is a service that is valuable and safeguards your information after G.I Bill benefits expire.

COUNTY RECORDERS OFFICE
222 W Hospitality Lane
San Bernardino, CA 92410
(909) 387-8306

REGIONAL VA OFFICE
P.O. Box 8888
Muskogee, OK 74402-8888
www.gibill.va.gov
1-888-GI-BILL (1-888-442-4551)
Monday - Friday 8am-4pm CST

The Regional Veterans Affairs Office in Muskogee, Oklahoma handles claims for all the Western states. If you have questions regarding your benefits please call the VA Regional Office for assistance.

VETERANS AFFAIRS CERTIFYING OFFICIAL
Steven Rush
Admissions & Records Office
Student Services Annex Room 212
Telephone (909) 389-3256
www.craftonhills.edu/veteran
Student Email Accounts

As a student of the San Bernardino Community College District, you are provided with a student email account. This is true regardless of where you are enrolled: Crafton Hills College campus or the San Bernardino Valley College campus. The email account is created at the time your application to either campus is accepted and will remain active for one year after you stop attending school. The San Bernardino Community College District uses this email account as one of its official channels of communication with its students. This means that faculty and staff will send broadcast or tailored messages to this account, and it is your responsibility as a student to either check this account for email on a periodic basis or forward your email to another account that you do use regularly. Instructions on how to forward email are provided at the “General Student Email Information”.

THINGS TO KNOW BEFORE YOU LEAVE THE ADMISSIONS OFFICE!
• Know your student ID #
• Know your college email address
  Forgot your student ID?
  Call 1- 877-241-1756
  or visit www.craftonhills.edu/whatismyid

General Student Email Information

For more information on accessing your email account please visit the following website:

http://www.sbccd.org/studentemail

What’s NEW at the Financial Aid Office?

Never miss an important date again!

Join us on twitter on the Financial Aid page at Crafton Hills College Web-Site

www.craftonhills.edu  twitter  Join the conversation
REFUND/EXCHANGE POLICY

All refunds or exchanges require the original sales receipt.

Textbook Refunds/Exchanges

Textbook refunds are given the 1st two weeks of the Fall/Spring semesters and the first week of Summer/Late Start Sessions. After these refund periods; All textbook Sales Are Final.

Supplies Refunds/Exchanges

Supplies have 3 days from the date of purchase to return. All supplies must be in their original unopened packaging to qualify for a refund/exchange. After the 3 day period; All Supply Sales Are Final

Non-Refundable Items

- The following items are not refundable: catalogs, clearance items, food & beverages, gift cards, meds, medical supplies, scantrons, special orders, and study aids.
- The Bookstore reserves the right to determine if an item is eligible for a refund/exchange. Defective supply items may only be exchanged, not refunded; the original unopened packaging and receipt are required.

CREDIT/DEBIT CARD POLICY

- Credit/Debit card holder must be present
- Photo ID required for all transactions
- If using a parent’s credit card, card must be signed, a note of permission is required with students name identified, student must present photo ID

PERSONAL CHECK POLICY

- Driver’s License or State I.D. are required
- Checks must be imprinted with current address, written to CHC Bookstore for the amount of purchase only. Student I.D. and phone number are needed
- Two party checks are not accepted
- If using a parent’s check, student must present photo I.D., students name entered on the memo line, check must be signed by parent and parent’s I.D. information must be provided
- Check refunds must wait 5 working days from the date of the transaction to qualify for a cash refund.
- A $25.00 service charge will apply to all returned checks.

BOOK BUYBACK

- Book Buyback available the first and last week of the semester
- Books may be bought back at 50% of the new price or 50% of the used price if the textbook has been requested by the instructor for the upcoming semester and if the book is needed by the Bookstore.
- Books must be in good condition
- Books on the “Guarantee” Book Buyback program are bought back at 50% of the original price and must have the “Guarantee” sticker on the book
- A wholesaler manages the book buyback and may also buy back books up to 30% of the original price.
**FEE SCHEDULE**
(All fees are subject to change)

**MANDATORY FEES**
Enrollment Fee ...........................................$46.00 per unit

Non-Resident/Foreign Tuition

Note: Non-resident/Foreign students must also pay the mandatory enrollment fees listed above.

- $162.00 per semester unit Non-Resident Fee
- + $46.00 per semester unit Enrollment fee (listed above)
- = $208.00 per semester unit

**Why do non-residents pay more?**
California public higher education is "subsidized" by the state. The lower fees are for students who reside in California and are intended to reflect the contribution they and their parents have already made by living and paying taxes in California. The fee charged to non-California residents is intended to cover the cost of the "subsidy" that is provided to California Residents.

Health Fee……………………Fall/Spring $17.50; Summer $14.50
Accident Insurance Fee…………………Fall/Spring/Summer $1.50

Student Center Fee ........... $1 per unit,(maximum $10 per year)
Assessed Summer -Spring

Capital Outlay Fee…………………..$41.00 per semester unit
(Citizen of a foreign country who is also a resident of a foreign country)

Student Representation Fee……………………………………..$1.00
This fee may be waived for moral, religious, political, or financial reasons. For more information, please call the Student Senate Office at (909) 389-3410.

Transportation Fee (6 units or more)...............................$7.50
Transportation Fee (less than 6 units)...............................$7.00

**OPTIONAL FEES**

AS (Associated Student) Sticker:
- $7.50 semester

Schedule of Classes.................................Free on campus
- $3.00 mailed in U.S. only

Transcripts:
- First two requests are free
- Subsequent requests .........................$10.00 each
- Immediate requests ..........................20.00 each
- Online requests ............................. $5.00+processing fee

CHC Catalog:
- Purchased on campus ..........................6.00 each
- Enrollment Verifications .......................$3.00 each

**STUDENT HEALTH AND ACCIDENT FEES**

A. A health and accident insurance fee will be paid by students at the time of registration. The receipts will be expended only to defray the cost of student health services and student accident insurance as provided in Education Code 72246.

1. The health fee for students enrolled in Fall semester shall be $17.50.

2. The accident insurance fee shall be $1.50.

The Health and Accident Fee is non-refundable unless all courses for which the student is enrolled are cancelled or the student withdraws from all courses prior to the first day of the term.

B. Exemptions - Certain individuals are exempt from health and accident fees by code exemption or action of the Board of Trustees:

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

C. Exempted students who do not pay health or accident insurance fees are not eligible for health services or coverage under the accident insurance policy.

D. International students must purchase a Student Accident and Sickness Medical Expense Plan or show evidence of equal coverage and provide results of a negative tuberculosis skin test or chest x-ray performed in the United States.

**REFUND POLICY**

A. Class cancelled by the College
If a class is cancelled by the College, enrollment and/or non-resident tuition fees will be refunded in their entirety. If that cancellation results in a student's withdrawal from the College, the mandatory fees will also be refunded.

B. Withdrawal from the College

If a student withdraws during the first two weeks of a full-term class or during the first 10% of a short-term class, enrollment fees and/or non-resident fees will be refunded.

In order to be eligible for a refund of parking, health, accident insurance, associated student (AS) card, student center, and the student representation fees, a student must withdraw from the college prior to the first day of the term for a full-term class or prior to the first day of instruction for a short-term class.

C. Unit Reduction
If a change of a program within the first two weeks of a full-term class or during the first 10% of a short-term class results in a reduction in the number of units taken, the enrollment fee or non-resident fee will be refunded at the per-unit cost of the reduction.

D. Dropping/Withdrawing after Refund Period
A student who withdraws from a class or the College after the second week of instruction for a full-term class or after the first 10% of a short-term class is not eligible for any refund.

E. Instructor Drops
Students who are dropped by their instructor(s) shall be eligible for a refund or credit pursuant to the District's refund policy.

F. Refund Processing Fee
A $10 processing fee will be deducted from the amount owed to the student, not to exceed $10 per student per semester. The processing fee does not apply to cancelled classes or over payments.

All refunds will be in the form of a check mailed to the student's address on file in the Admissions & Records Office. Allow 6-8 weeks for all refund checks to be processed and mailed.

(SBCCD Administrative Procedure #5033)
PARKING PERMITS
Parking permits are required in ALL PARKING LOTS and on ALL STREETs at Crafton Hills College. Students and staff parking permits can only be purchased online at www.craftonhills.edu/parking.

Parking Permit Fees:
Fall/Spring ................................................................. $30.00
Summer .................................................................... $15.00
Daily Parking .......................................................... $2.00

While accurate at time of printing, fees may be changed by Board action at any time.

To purchase a parking permit online, you will need the following:
• The ability to use a computer off or on campus
• The ability to log into Campus Central
• A valid credit or debit card (cash can be used on campus at the Bookstore (BK)
• Make, Model, Year, Color, License Plate Number and State of Issue
• Valid mailing and email addresses

When purchasing a permit with a valid debit or credit card, you must:
• Go online to www.craftonhills.edu/parking
• Pay for your permit using a valid debit or credit card
• The parking permit will be mailed to the address you provide

When purchasing a permit and you want to pay by cash or a check, you must:
• Go online to www.craftonhills.edu/parking using a campus computer (Library, Computer Lab, your office computer, etc.)
• Click the “pay-in-person” option when purchasing
• Bring your cash or check to the Campus Bookstore-BK for payment
• The parking permit will be mailed to the address you provide; permits are not available over-the-counter
• Print out and properly display temporary permit as instructed

Please visit www.craftonhills.edu/parking for other important parking information.

Parking Information

PARKING REGULATIONS
1. Staff and Faculty lots/parking spaces are reserved for the sole use of personnel employed by the San Bernardino Community College District. DEPENDENTS OF EMPLOYEES ARE PROHIBITED from using staff and faculty parking lots
2. Parking stalls marked “VISITORS” ARE SOLELY FOR VISITORS. Students, staff, and faculty are prohibited from parking in these areas
3. Parking is prohibited in loading zones, posted areas along curbing, and/or red lined areas
4. Vehicles are to be parked in properly marked stalls only. Backing into or taking up more than one parking stall is prohibited
5. Motorbikes, motorcycles, and other two-wheeled motorized vehicles must be parked in areas designated for this type of vehicle
6. Vehicles parking in prohibited areas that block the flow of traffic, firefighting/emergency equipment, driveways, roadways or in posted “No Parking” zones will be towed away at the owner’s expense and at no responsibility to the college district. (CVC 22702)
7. Vehicles abandoned on college property for over 72 hours without prior college authorization may be removed at owner’s expense (CVC 22702)

PARKING CONTROLS
Parking permits must be displayed as indicated on the purchased permit. Parking Permits are required at all times from 7:00 am Monday through 4:30pm Friday. Illegally parked vehicles are ticketed at all times. If a vehicle to which a current permit is affixed is sold or disposed of, the permit number must be reported to the College Police Office and the permit removed from the vehicle.

Refunds will be made only to students and only when the following conditions are met:
• That all classes in which the student is enrolled are cancelled by the college and the student is thus disenrolled from the college
• That a portion of the decal bearing the number is returned to the College Business Office and
• That the refund is requested within two calendar weeks from the date of the cancellation of the class(es)

LIABILITY
The Board of Trustees of the San Bernardino Community College District, its administration, or other employees are not and shall not be liable under any circumstances for loss or damage to vehicles or contents thereof parked or stored on District property by fire, theft, or any other cause whatsoever.

DISTRICT POLICE
It is a policy of the Board of Trustees for the San Bernardino Community College District to protect members of the entire college community and the property of Crafton Hills College. In accordance with this policy, the District maintains a Police Department 24 hours a day, 7 days a week. The officers are sworn and duly Commissioned Police Officers of the State of California as defined in section 830.32 of the Penal Code and 72330 of the California Education Code and authority extends to anywhere within the state.

FOR NON-EMERGENCIES: Contact the San Bernardino Community College District Police Department Office at (909) 389-3276. Our business office is located in the Lab Administration Building Communication Center Room 153 on the Crafton Hills Campus. Call this number to locate and/or turn in lost articles or to relay concerns for personal safety along with parking rules and regulations.

TO REPORT ANY CRIMINAL ACTION OR A LIFE-THREATENING EMERGENCY: Contact the San Bernardino Community College District Police Department at (909) 389-3275. Be aware that when the office is closed on nights and weekends the San Bernardino County Sheriff will dispatch for the District Police Department. DIAl 911 FOR LIFE-THREATENING EMERGENCY.

The San Bernardino Community College District is required by the United States Department of Education to post and/or publish crime statistics. Crime statistics are available in the Communications Center room 153 and on the District Police website http://www.sbccd.org.
Crafton Hills College
Application & Enrollment Process

Parking permits are required on all streets and lots. Daily permits may be purchased in Lot D.

STEP 1
Submit Application for Admission
Admissions & Records is located in SSA-212, Parking Lot A, A1, B or C

How to Apply
1. Go to www.craftonhills.edu/apply
2. Click on “Begin Application for Crafton Hills College” at the bottom of the page.
3. Create a NEW User Account if you are applying online for the first time – or - Log in as a RETURNING USER if you have previously applied online.
4. Complete and submit application – be sure to click the “Finish” link.
5. Print confirmation page for your records.
6. Check your e-mail account:
   - Immediately – Confirmation receipt from CCCApply.
   - Within one (1) business day – CHC ID Number and Registration Date.

Admissions questions: (909) 389-3372 or e-mail: admissions@craftonhills.edu

STEP 2
Take Skills Assessment
Assessment Center is located inside the Counseling Center, SSB-201, Parking Lot A1, B or C

In order to assure that students are successful in their coursework it is recommended that they participate in the assessment process. This process will determine appropriate placements for mathematics, English and reading courses and prerequisites.
For a copy of review guides, visit the campus website and click on Student Resources, Counseling and then Assessment.
BRING A PHOTO ID (required) AND YOUR 7-DIGIT STUDENT ID NUMBER
Allow minimum of two (2) hours for assessment. NO APPOINTMENT NECESSARY – WALK-IN ONLY

Assessment questions: (909) 389-3361 or e-mail: assessment@craftonhills.edu

STEP 3
New Student Orientation/Advisement
Counseling is located in SSB-201, Parking Lot A1, B or C

After completing the assessment you will participate in the new student orientation/advisement process. At that time a counselor will assist you with developing your first semester Student Educational Plan (SEP). The SEP will list the courses recommended for you to take based on your educational goals and assessment results.

Counseling questions: (909) 389-3366 or e-mail: counseling@craftonhills.edu

STEP 4
Register for Classes
Admissions & Records is located in SSA-212, Parking Lot A, A1, B or C

1. After completing steps 1-3 you are eligible to register for classes online at www.craftonhills.edu/register
2. After registering for courses, you must pay for your classes online or in the Admissions & Records Office.

Payment policy is subject to change. Check website for updated payment policy
You are advised not to purchase textbooks until you are officially registered into the class. You are not officially registered until all fees are paid.

- Prior to the beginning of the term, after registering for classes, your entire registration balance must be paid by the end of the next business day.
- Once the term has begun, payment is due at the time of registration.
- Outstanding registration fees will result in your classes being administratively dropped for non-payment.

If you are a financial aid recipient, your award will not cover all of your fees. You are responsible to submit payment for any balance due.

Registration questions: (909) 389-3372 or e-mail: admissions@craftonhills.edu
Admission Procedures

STEP 1: Be admitted as a student

You are a CONTINUING student (attended the previous semester):
- Skip to Step 4

You are a RETURNING student (attended in the past, but not last semester):
- Must complete an application
- Once application is accepted, skip to Step 3

You are a NEW student (Never attended Crafton Hills College before):
- Must complete an application
- Transcripts from all previous schools sent to the Admissions & Records Office
- Proceed to steps 2-6 (two-six)

The Admissions and Records Office is located in SSA-212, Park in Lot B or C. A decal is required and can be purchased from the vending machine located in each lot for $2.

For questions or additional information you may contact the Admissions and Records Office at (909) 389-3372 or email at admissions@craftonhills.edu

The Admissions and Records Office is responsible for admitting and enrolling students at Crafton Hills College. The Admissions and Records Office is located in the SSA, Room 212, under the clock tower at the west end of campus (see campus map located on the last page of the schedule of classes).

For current hours of operation check: http://www.craftonhills.edu/Admissions_and_Records

STEP 2: New Student Orientation

All students are required to participate in Orientation. In order to move to the Assessment step of this process orientation must be completed. Orientation is offered in two formats. The orientation is available in an online format and a on campus face to face format. The online orientation is available in an online format and a on campus face to face format. The online orientation is available to students via the Crafton Hills College website under “prospective students.” On campus orientations will be available starting two weeks prior to the start of priority registration. Call the counseling Office at (909) 389-3366 for an appointment for an on campus orientation session.

STEP 3: Participate in Assessment Process

Every new student is strongly encouraged to participate in the assessment process. This process is designed to assist students in choosing the correct classes. The assessment process is required to determine placement in English and mathematics classes at Crafton Hills College. The assessment instrument is a multiple-choice instrument covering reading comprehension, sentence skills, arithmetic and elementary algebra. Although you are not required to prepare for the assessment, since it is designed to measure our current skills in each area assessed, we strongly recommend that you take time to review particularly in math). Review materials are available to you at the Counseling Center and on the Crafton Hills College website under the Counseling heading. We suggest that you pick up or access this review information prior to taking the test so that you can determine whether review might benefit you.

No appointment is necessary to participate in assessment but every student must first participate in orientation and will be asked to take some time to at least go through the review materials to see what types of information they will assessed on before they take the assessment test. Students who come into the Counseling Center will strongly encouraged to return to take the assessment at some time the following day or after.

NOTE: As a new student, you may obtain an assessment exemption if you fall into one of the following categories:

1. You have completed an Associate of Arts or Science degree or higher. (Provide Transcript)
2. You have completed 30 or more semester units of college work at another college or university. (Provide Transcript)
3. You have completed prerequisite courses with a grade of “C” or better. If you have not completed prerequisite courses in both mathematics and English, you must take the assessment in the area not met. (Provide Transcript)
4. You have scored 3 or higher on the Advanced Placement Test (College Board) in English and/or mathematics. (Provide Scores)
5. You have participated in the EAP process at your high school and have been determined “prepared for college work” or determined “provisionally prepared” and have completed the appropriate course during your senior year. This exemption is available only for the year following in your senior year. (Provide copy of your STAR Report form your Junior year and if provisionally approved your high school transcript.)
6. You are only enrolling in courses at Crafton Hills College to maintain a certificate or license requirements.
7. You are only enrolling in 6 units or less of courses for personal enrichment (e.g., PE, Music, Art) up to a cumulative total of 12 units (once you have reached 12 units of course work you will be required to participate in the assessment process).
8. You have taken a placement exam at one of the other San Bernardino or Riverside County community colleges or you have taken the Accuplacer Assessment Test at another college in the last two years and you provide scores and placement recommendations from the other college. (Provide Placement Results)

STEP 4: New Student Advising

New Student Advising Sessions will be available starting 2 weeks prior to Registration. At these sessions students may meet with a counselor to develop a first semester program. This program will list the courses recommend for you to take based on your educational goals and assessment results. Students will be encouraged to make an appointment with a counselor during their first semester to develop a full Student Educational Plan (SEP)
Admission Procedures

If any of the waiver criteria apply to you, visit the Counseling Center, SSB-201 to obtain an assessment waiver. You are responsible for supplying the documentation for the waiver and for completing the waiver process at the Counseling Center before you will be eligible to register.

Step 4: Meet with a Counselor to Develop a First Semester Program

New Student Advising Sessions will be available starting 2 weeks prior to Registration. At these sessions students may meet with a counselor to develop a first semester program. This program will list the courses recommend for you to take based on your educational goals and assessment results. Students will be encouraged to make an appointment with a counselor during the first semester to develop a full Student Educational Plan (SEP).

The Counseling Office is located in SSB-201. Park in Lot B or C. A decal is required and can be purchased from the vending machine located in each lot for $2.

Step 5: Select your classes

Take the time to look through the list of course offerings, beginning on page 27 of this schedule or online at www.craftonhills.edu. As you make your selections, think about the hours in the day you have available to take classes, and make sure that the classes you have chosen are not held at conflicting times. Stop by the Counseling Center, SSB-201 if you would like help selecting your classes.

Use the chart on page 24 for guidance on the right level of English, reading and math for you to begin your studies. Remember to select some alternate courses as backups, in case your first-choice classes are already full by the time you register.

Step 6: Register at www.craftonhills.edu/Webadvisor

The first few weeks of Web registration is open to students according to a priority system. You can register on the Web on your assigned priority date or any registration date thereafter. You cannot register before your assigned priority date. Since classes are filled on a first-come, first-served basis, we recommend that you register as soon as your priority is available.

For more information and instructions regarding registering for courses, please visit: www.craftonhills.edu/register

Step 7: Pay your fees

After registering for classes, your entire registration balance must be paid by the end of that business day. Payment by cash, check or money order must be made in person at the Admissions & Records Office. After the term begins payment is due at time of registration.

Outstanding fees may result in your classes being administratively dropped. Courses added as the result of an approved petition must be paid in full at the time of registration.

Payment is due at the time of registration. Once you have registered for courses, payment of your entire registration balance must be paid by the end of that business day.

• Fees for courses registered on weekends, holidays or scheduled campus closures must be paid in full by the end of the following business day.
• Outstanding registration fees that are not paid will result in your courses being administratively dropped due to non-payment.
• If you are a financial aid recipient, your award will not cover all of your fees. You are responsible to submit payment for any balance due.

WARNING: You are advised not to purchase textbooks until you are officially registered into the course. You are not officially registered until all fees are paid.

Are you repeating a Class?

Beginning in summer 2012, a new California law for all community colleges states that student who do not successfully complete a class will be limited to three (3) enrollments in that class (regardless of the outcome—including a "W") The changes are retroactive, meaning they will include any previous course attempts.
Web Registration

(For Detailed Web Instructions visit www.craftonhills.edu/register)

Before you logon be prepared!

- Read all instructions
- Complete the application (if applicable)
- Clear all outstanding debts (if applicable)
- Obtain fee waiver (if applicable)
- Determine registration priority date (page 15)
- Register
- Payment

Upon approval by the Dean of Student Services & Student Development or Designee, students currently enrolled in high school may register for the approved class(es) when open Web registration begins. Please refer to the dates and deadlines page in this schedule of classes.

Office Hours:

Monday - Thursday ............... 9:00 am - 6:00 pm
Friday ................................ 9:00 am - 1:00 pm
(Hours are subject to change)

If you have any problems with the Web system, call the HELP line at (877) 241-1756 or E-mail: admissions@craftonhills.edu

Operator and Technical Assistance WILL NOT be available when campus is closed.

DSP&S, EOPS/CARE, CalWORKs and Active Military/Veterans*

Students who are eligible may register online November 26-28.
If you have any questions please contact: The Disabled Student Programs & Services at (909)389-3325. EOPS/CARE Office at (909)389-3239. Veterans Services at (909) 389-3256.

* Must provide orders showing active duty status or a DD-214 Member/Service 4 with an honorable discharge within 2 years from seperation date.
Spring 2013 Registration Priorities

Log on to: www.craftonhills.edu

TO CONFIRM YOUR PRIORITY LEVEL ANYTIME ON OR AFTER NOVEMBER 1st, 2012.

PRIORITY REGISTRATION BEGINS ON NOVEMBER 26th, 2012.

**CATEGORIES OF PRIORITY REGISTRATION**

To determine your registration date and time, you need to know:

- Your priority level (A, B, C, D, E, F or G) based on your status as a student.
- ONLY units completed or currently enrolled at CHC will be used to calculate priority registration.
- EXCEPTION – Continuing or Returning students who have previously earned a Bachelor’s degree or higher are Priority F.
- Break in attendance is calculated from the end of the last term the student attended to the beginning of the term for which the student is registering.

Once you have determined your priority level, you may register on the days assigned to that priority or any registration day thereafter.

**Attention Returning Students:** Students who did not attend during the previous semester must submit an Application for Admission online at www.craftonhills.edu/apply.

### Priority Categories & Dates

<table>
<thead>
<tr>
<th>Priority</th>
<th>Categories &amp; Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Students who’ve been accepted into the EOPS, DSP&amp;S or CalWorks programs or are active military/veterans. For more information contact the appropriate program office. Register Monday Nov. 26th, Tuesday Nov. 27th and Wednesday Nov. 28th.</td>
</tr>
<tr>
<td>B</td>
<td>Students who attended CHC previously with a break of not more than two (2) years and have completed 40 to 90.9 units at CHC. Register Thursday Nov. 29th, Friday Nov. 30th and Saturday Dec. 1st.</td>
</tr>
<tr>
<td>C</td>
<td>Students who attended CHC previously with a break of not more than two (2) years and have completed 30 to 39.9 units at CHC. Register Sunday Dec. 2nd, Monday Dec. 3rd and Tuesday Dec. 4th.</td>
</tr>
<tr>
<td>D</td>
<td>Students who attended CHC previously with a break of not more than two (2) years and have completed 15 to 29.9 units at CHC. Register Wednesday Dec. 5th, Thursday Dec. 6th and Friday Dec. 7th.</td>
</tr>
<tr>
<td>E</td>
<td>Students who attended CHC previously with a break of not more than two (2) years and have completed 0 to 14.9 units at CHC. Register Saturday Dec. 8th, Sunday Dec. 9th and Monday Dec. 10th.</td>
</tr>
<tr>
<td>F</td>
<td>Students who attended CHC previously with a break of more than two (2) years, or Continuing or Returning students who have previously earned a Bachelor’s Degree or higher. or Continuing or Returning students with 91 units or more. Register Tuesday Dec. 11th, Wednesday Dec. 12th and Thursday Dec. 13th.</td>
</tr>
<tr>
<td>G</td>
<td>New students who have completed the Matriculation process (CHC application, assessment, and educational plan with a counselor) or met the pre-enrollment assessment waiver criteria prior to the registration date for Priority G. Register Friday Dec. 14th, Saturday Dec. 15th and Sunday Dec. 16th.</td>
</tr>
<tr>
<td>Open</td>
<td>All students in the above listed priorities as well as: New students who have not completed the Matriculation process. High School students who have been approved for Concurrent Enrollment to attend courses. (Concurrent Enrollment Paperwork must be submitted by January 6th, 2012) Register Monday Dec. 17th through Monday Jan. 13th.</td>
</tr>
</tbody>
</table>

@CHCAAdmissions

For a complete list of Term Dates and Deadlines, visit www.craftonhills.edu
Pre-Registration Information

Web Priority Schedule

<table>
<thead>
<tr>
<th>Web Registration  6:00 AM - 11:50 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday Dec 09</td>
</tr>
<tr>
<td>Priority E</td>
</tr>
</tbody>
</table>

| Sunday Dec 02 | Monday Dec 03 | Tuesday Dec 04 | Wednesday Dec 05 | Thursday Dec 06 | Friday Dec 07 | Saturday Dec 08 |
| Priority C    | Priority C    | Priority C    | Priority D    | Priority D    | Priority D    | Priority E    |

| Sunday Nov 26 | Monday Nov 27 | Tuesday Nov 28 | Wednesday Nov 29 | Thursday Nov 30 | Friday Nov 30 | Saturday Nov 31 |
| Priority A    | Priority A    | Priority A    | Priority B    | Priority B    | Priority B    | Priority B    |

Open Registration

Monday, December 17th - Monday, January 13th

Web Registration: www.craftonhills.edu
Monday through Saturday, 6:00 am - 11:59 pm
Sunday, 6:00 am - 7:00 pm

Payment Policy is subject to change. Check website for updated payment policy.

Payment is due at the time of registration. Once you have registered for courses, payment of your entire registration balance must be paid by the end of that business day.

- Fees for courses registered on weekends, holidays or scheduled campus closures must be paid in full by the end of the following business day.
- Outstanding registration fees that are not paid will result in your courses being administratively dropped due to non-payment.
- If you are a financial aid recipient, your award will not cover all of your fees. You are responsible to submit payment for any balance due.

WARNING: You are advised not to purchase textbooks until you are officially registered into the course. You are not officially registered until all fees are paid.
STUDENT MATRICULATION

New, non-exempt students enrolling in California community colleges must participate in a matriculation process. Matriculation is a process which brings together a college and a student who enrolls for credit into an agreement for the purpose of realizing the student’s educational objective. The agreement includes an admission process, college orientation, pre-enrollment assessment, advisement and counseling for course selection, a suitable program of studies, and follow-up on student progress. The student agrees to express at least a broad educational objective at entrance. He or she also agrees to declare a specific educational objective within a reasonable period of enrollment, attend class and complete coursework diligently, and maintain progress toward an educational goal. The purpose of matriculation is to ensure access to appropriate programs and courses offered by community colleges to all students who can benefit, and to facilitate successful completion of student educational objectives in accordance with applicable standards of educational quality as determined by the Board of Governors and local trustees.

MATRICULATION APPEALS

The college provides an appeals process for review of the following matriculation concerns:

1. Review of placement decisions.
2. Waiver & challenge of prerequisites.
3. Complaint of unlawful discrimination: If a student feels that assessment, orientation, counseling, prerequisites, or any other matriculation procedure is being applied in a discriminatory manner, he or she should consult with the Vice President of Student Services or designee.

ASSESSMENT

All new students entering Crafton Hills College who intend to complete a program of study at the college must be assessed for placement in English, mathematics and reading prior to enrollment. Exceptions will be made if:

1. You have completed an Associate of Arts or Sciences degree or higher. (Provide Transcript)
2. You have completed 30 or more semester units of college work at another college or university. (Provide Transcript)
3. You have completed prerequisite courses with a grade of “C” or better. If you have not completed prerequisite courses in both mathematics and English, you must take the assessment in the area not met. (Provide Transcript)
4. You have scored 3 or higher on the Advanced Placement Test (College Board) in English and/or mathematics. (Provide Test Scores)
5. You have participated in the EAP process at your high school and have been determined “prepared for college work” or determined “provisionally prepared” and have completed the appropriate course during your senior year. This exemption is available only for the year following senior year. (Provide copy of your STAR Report from your Junior year and if provisionally approved your high school transcript.)
6. You are only enrolling in courses at Crafton Hills College to maintain a certificate or license requirements.
7. You are only enrolling in 6 units or less of courses for personal enrichment (e.g., PE, Music, Art) up to a cumulative total of 12 units (once you have reached 12 units of course work you will be required to participate in the assessment process).
8. You have taken a placement exam at one of the other San Bernardino or Riverside Counties community colleges or you have taken the Accuplacer Assessment Test at another college in the last two years and you provide scores and placement recommendations from the other college. (Provide Placement Results)

PROGRAM ADVISEMENT FOR CONTINUING STUDENTS

Counselors are available in the Counseling Office during registration to assist students with planning their semester program of classes. Students may not need to meet with a Counselor if:

1. They are not on cumulative semester academic or probation.
2. They are a continuing student and they have a counselor-approved Student Education Plan (SEP) for the coming semester.
3. They already have a college degree.

LANGUAGE REQUIREMENT

Limited English language skills will not prevent your admission and participation in the educational programs at Crafton Hills College. However, in many courses the student will need the ability to understand spoken and written English and the ability to speak and write English. Any student with limited English language skills who attempts to register will be referred to the Counseling Center in room SSB-201.
ADMISSION OF HIGH SCHOOL STUDENTS
Crafton Hills College may admit high school students who are capable of benefiting from advanced scholastic courses (i.e., college level), and are seeking educational opportunities not otherwise available to them.

To be accepted for concurrent enrollment you must:
- Obtain consent/recommendation of your high school principal
- Obtain consent of a parent or guardian
- Have a cumulative GPA of 2.5 or higher on high school transcripts
- Complete CHC application
- Complete High School Concurrent Enrollment Request form
- Complete Minor Consent for Medical Treatment and/or Counseling form
- Include official high school transcripts (must remain sealed)

All applications will be reviewed by the Dean of Student Services and Student Development or a designee. Upon approval, students may register for approved classes beginning at open registration. Course changes or enrollment in a course without prior approval will result in an administrative withdrawal without refund.

Crafton Hills College may restrict the admission and enrollment of high school students during any session based on age, completion of a specific grade level, regulation or demonstrated eligibility for instruction based on the college’s assessment methods and procedures. All high school students enrolling in college courses must have a release of liability and the maturity to function effectively on a college campus.

Admission of Students below Grade 11
In extraordinary cases, where a student who has not completed the tenth grade demonstrates superior ability and capacity to succeed in college level work in a particular discipline, the college may consider admission of that student. Such consideration will be on a course-by-course basis and will be allowed only through the add/drop process, after open registration has been completed. Students below grade 11 wishing to enroll in courses must meet all of the requirements identified in the section above as well as any pre-requisites or departmental recommendations established for the course(s) in which they wish to enroll, as demonstrated by completion of the college assessment process.

Students in this category will be bound, as are all other students, by the syllabus of the course. Course content is non-negotiable. Moreover, parents are not permitted to attend classes with their children unless they are registered for the course. These students and their parents must complete an orientation process for each course conducted by the Counseling Department. The instructor of the course will have the final determination of whether any student below grade 11 will be allowed to enroll in his or her class.

Access to Student Records
Once accepted into Crafton Hills College, all student records become property of the College and the student, regardless of age. Student records are administered in accordance with the Family Educational Rights and Privacy Act (FERPA). Subsequently, no information will be disseminated to anyone other than student. The student may give written permission to release information. However, in no case will information be released or discussed by telephone. Attendance and performance in any class are matters between the student and the instructor only. Parents should be aware that they do not have access to their children’s records without a signed release from the child. (Education code: 40961)

To view the entire F.E.R.P.A. text, please visit www.ed.gov.

Important Information
- Admission of high school students is governed by the state laws & regulations, the type of courses permitted & the number of students are limited
- College courses are designed for adult students. Course content may be unusually frank in order to deal with scholarly discussions of behavior, artistic, human or other issues.
- College courses are taught at a much faster pace & require significantly more independent learning.
- College courses completed by high school students carry the full weight of college credit, & will count toward college degrees and/or certificates as outlined in the college catalog. These courses become a part of the students’ permanent record.
- All students must meet all established course pre-requisites
- Pursuant to Education code 76300 (f) high school students are exempt from paying the enrollment fees (all other fees still apply)

It is the high school exclusive right to determine what, if any, courses will be accepted & how it will be counted towards your record
- Grades are not automatically sent to the high school. Grades may be accessed online at www.craftonhills.edu
- All regulations regarding transcript request and fees apply to all students
- Continuation in this program is dependent upon satisfactory academic programs.
- Parents are not permitted to attend class with student unless registered for the same class

CANCELLING CLASSES
The college reserves the right to cancel any class that does not meet minimum size requirements established by the District. Students will automatically be mailed a refund of the enrollment fees for any class cancelled by the college.

ARE YOU REPEATING A CLASS?
Beginning in summer 2012, a new California law for all community colleges states that student who do not successfully complete a class will be limited to three (3) enrollments in that class (regardless of the outcome-including a “W”) The changes are retroactive, meaning they will include any previous course attempts.
COURSE NUMBERING SYSTEM

Courses offered at Crafton Hills College make possible the selection of curricula that meet the requirements for most regular college and university majors as well as curricula that prepare the student for productive life in the community.

010-099 Multipurpose courses, but not generally applicable to the Baccalaureate degree.
100-299 Basic lower division courses applicable to the Associate degree; may also apply to Baccalaureate degree.
500-599 Baccalaureate degree
900-999 Courses not applicable to the Associate degree.

NON-DEGREE APPLICABLE REMEDIAL COURSES

Courses numbered in the 900s do not apply toward a degree and are designed to provide the fundamental skills necessary for successful completion of other college courses. These include precollegiate courses in reading, writing, computation, learning skills, and study skills. Non-degree applicable courses are indicated by numbers from 900 to 999. Grades earned in non-degree applicable courses are not included when calculating a student’s degree-applicable grade point average.

Students will not receive credit for more than 30 units of basic skills course work taken in the San Bernardino Community College District. Basic Skills coursework earned in another community college district will not be counted toward the 30-unit limit.

GRADING SYSTEM

The following grading system has been adopted by Crafton Hills College.

<table>
<thead>
<tr>
<th>SYMBOL DEFINITION</th>
<th>GRADE POINT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>D</td>
<td>Less than satisfactory</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
</tr>
<tr>
<td>P</td>
<td>Passing (at least satisfactory; units awarded not counted in GPA)</td>
</tr>
<tr>
<td>NP</td>
<td>No Pass (less than satisfactory or failing; units not counted in GPA)</td>
</tr>
</tbody>
</table>

GRADE CHANGES

By law, the instructor is the final authority on assignment of grades. When reported to the Admissions & Records Office, grades represent the instructor’s decision as to the student’s achievement. Grade changes are initiated through the instructor from whom the grade was received.

No grade will be changed for any reason or under any circumstances after three (3) years from the end of the term in which the grade was assigned. (SBCCD Board Policy 5040)

Note: When grades are given for any course of instruction taught in a community college, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud bad faith, or incompetence, shall be final. (California Education Code Section 76224(a); California Code of Regulation Sections 55760 (a) and 55758; SBCCD Board Policy 5540).

PASS (P)/NO PASS (NP) (formerly credit/no credit)

If you wish to be graded in any class on a Pass (P)/No Pass (NP) basis, you must indicate by the end of the 4th week (full-term 18 week courses). Or in the case of summer session or short-term course(s), no later than the end of the first 30% of the term.

You may take up to fifteen (15) units of Pass (P)/No Pass (NP) courses to apply toward graduation requirements. No course in/or required by your major maybe taken for Pass (P)/No Pass (NP).

Instructions and forms may be obtained in the Admissions & Records office, located in SSA-212.

For complete details refer to the current Crafton Hills College Catalog.

STUDENT WITHDRAWAL

- No notation ("W" or other) shall be made on the academic record of the student who withdraw during the first three weeks (20% of the term).
- Effective July 1, 2009 a student may not receive a “W” symbol more than three (3) times for enrollment in the same course.
- Upon verification a “Military Withdrawal” may occur when a student who is a member of an active/reserve US military service receives order compelling a withdrawal.

WITHDRAWAL (T5 55024)

Drop Date

No notation “W” or other shall be made on the academic record of any student who withdraws during the first three weeks (18 week full term) or 20% of a term.

Withdrawal Date

Final date for student to withdrawal and receive “W” symbol.

Use of Symbols after Withdrawal Date

After final withdrawal date has passed students must receive a symbol other than a “W” these symbols can include letter grade, a Pass (P)/No Pass (NP), an Incomplete (I) or an In Progress (IP).
MULTIPLE AND OVERLAPPING ENROLLMENTS

A Student may not enroll in two or more sections of the same course during the same term.

A Student may not enroll in two or more courses where the meeting times overlap. (Title 5, section 5007)

Please refer to the Crafton Hills College Catalog for more information.

STUDENT GRIEVANCE POLICY

In accordance with Board Policy 5530, a student may initiate grievance proceedings against a college employee for any of the following reasons:

- Any act or threat of intimidation, harassment, discrimination or physical aggression.
- Any arbitrary action or imposition of sanctions without proper regard to due process as specified in college procedures.

Every effort shall be made to resolve a student complaint at the lowest level possible. A student must first attempt to resolve the issue directly by contacting the college employee most closely related to the origin of the alleged problem. Students not satisfied with the results of this attempt may then confer with the successive supervisors most closely related to the problem. The supervision succession to follow is generally the faculty chair, coordinator or supervisor, the appropriate dean, and then the appropriate vice president. If the alleged problem is still unresolved, the student may request a formal hearing by submitting a written request to the Vice President of Student Services who will assess which manager or employee in any area for delivery to the Vice President of Student Services for the appropriate dean, and then the appropriate vice president.

Any arbitrary action or imposition of sanctions without proper regard to due process as specified in college procedures.

Every effort shall be made to resolve a student complaint at the lowest level possible. A student must first attempt to resolve the issue directly by contacting the college employee most closely related to the origin of the alleged problem. Students not satisfied with the results of this attempt may then confer with the successive supervisors most closely related to the problem. The supervision succession to follow is generally the faculty chair, coordinator or supervisor, the appropriate dean, and then the appropriate vice president. If the alleged problem is still unresolved, the student may request a formal hearing by submitting a written request to the Vice President of Student Services who will assess which manager or employee in any area for delivery to the Vice President of Student Services who will assess which manager or vice president is to oversee the grievance process.

STANDARDS OF STUDENT CONDUCT

Creating a proper campus environment is also very important for academic and individual success. The SBCCD Board of Trustees has established district-wide standards of student conduct which will be enforced at all times. These rules of conduct are particularly important in large common areas such as the cafeteria, bookstore, vending areas, campus quads, and other highly frequented areas.

IN THE CLASSROOM

Creating a proper teaching and learning environment is imperative for getting a good education. Everyone at Crafton Hills College is responsible for helping to create this environment, including students. Simple rules of courtesy apply.

1. **Respect for the Instructor.** This includes arriving on time, not leaving early, bringing appropriate materials, not speaking with other students while the instructor or another student is talking, not bringing food or drink into the classroom, not being loud, boisterous, or argumentative.

2. **Respect for Other Students.** This includes not interfering with the rights of others to listen and participate, not being disrespectful, not using inappropriate language or harassing others in any way.

3. **Academic Honesty.** Lack of honesty in the classroom is considered a serious offense. Any form of cheating on tests or assignments, turning in work which is not one’s own (i.e., plagiarism), talking during tests, furnishing false information to college personnel, or knowingly misrepresenting oneself to the college is grounds for disciplinary action. The consequences of cheating are severe and may include receiving a grade of “F” for the class or possible expulsion from the college.

4. **Instructor’s Rights.** An instructor has the right to remove a student from class at any time he or she considers a student’s actions to be interfering with a proper collegiate environment. The instructor may also refer the incident to the Vice President of Student Services for disciplinary action as warranted.

5. **Student’s Rights.** All students have a right to due process. If a conflict occurs, the student must first discuss the problem with the instructor. If this does not resolve the problem, the student should follow the procedures detailed in SBCCD Board Policy 5530, Student Grievances.

LAWS TO HELP STUDENTS:

**Title IX**

Congress passed Title IX of the Educational Amendment in 1972. Sex discrimination is prohibited in federally assisted education programs. Title IX states: No person in the United States shall, on the basis of sex, be excluded from participations in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

**Title II**

Title II of the Education Amendments of 1976 is Federal Legislation regarding Vocational Education. One of the purposes is to help all students receive the job training needed to become financially secure. Part of the law is: To develop and carry out programs of Vocational Education within each state so as to overcome sex discrimination and sex stereotyping in Vocational Education programs and thereby furnish equal educational opportunities in Vocational Education to persons of both sexes.

REPORTING CRIMES AND EMERGENCIES

The San Bernardino Community College District maintains a Police and Safety Services Department with personnel available 24 hours a day. You may report any criminal action or any other emergency at Crafton Hills College anytime - day or night - by calling (909) 389-3275 or by coming in person to the Communications Office located in the Administration Bldg., Room 153.

Crime Statistics

Annual crime statistics can be found on the SBCCD website at www.sbccd.org, select District Faculty & Staff Information/Forms, District Police. In addition, the full “Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act” is available at the following locations:

- SBCCD Chancellor’s Office and District Police.
**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974**

Federal and state laws do not permit access to or release of any information contained in student educational records to any unauthorized party or agency without proper court orders or signed waivers from the individual involved.

Crafton Hills College maintains a student record of everyone admitted which relates to requests for admission; transcripts of college work attempted; semester class enrollment data; placement test data; requests for financial assistance; VA authorization benefit forms. The College does not maintain a public directory.

Students may challenge the content of records by filing the proper petition. Grade revisions can be changed only by the instructor of record unless there is an administrative error. The college administrator in charge of record maintenance at Crafton Hills College is the Vice President, Student Services.

Crafton Hills College students have the right to review their educational records at any time the Records Office is open. This office is extremely busy at certain times during the year and students will be invited to wait until records are computed and transcripts updated.

For detailed FERPA information refer to the college catalog.

**Non-Discrimination Policy**

San Bernardino Community College District and its two colleges, Crafton Hills College and San Bernardino Valley College, are committed to non-discrimination. Our goal is to provide equal opportunities for all community members in all areas of the college including admission, student financing, student support facilities and activities, and employment. Federal laws and district policies strictly prohibit all types of discrimination, including sexual harassment and inequities based on race, color, religion, sex, age, marital status, physical disabilities or mental impairments, or sexual orientation. The District’s non-discrimination policies are supported by the requirements of Titles VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the education amendments of 1972; the Age Discrimination in Employment Act of 1975; and sections 503 and 504 of the Rehabilitation act of 1972, as amended.

**El Distrito de Colegios de la Comunidad de San Bernardino, y sus dos colegios, San Bernardino Valley College y Crafton Hills College, están comprometidos a no discriminar. Nuestra meta es proveerles la oportunidad igual a todos los miembros de la comunidad, en todos los aspectos del colegio, incluyendo los servicios de admisión, ayuda financiera, de facilidades & actividades estudiantes y del empleo.**

Las leyes federales y la políticas del Distrito prohíben absolutamente todo tipo de discriminación, incluso el acoso sexual, y la desigualdad, sea basada en la raza, el color, la religión, el sexo, la edad, el estado civil, la deshabilidad física o impedimentos mentales, o la orientación sexual. Las políticas antidiscriminatorias están apoyadas por los requisitos de los Títulos VI y VII del Acta de Derechos Civiles del 1964 con sus enmiendas; el Títulos IX de las Enmiendas de la Educación del 1972; el Acta sobre la Discriminación en el Empleo por la Edad del 1975; y Secciones 503 y 504 del Acta de Rehabilitación del 1972 con sus enmiendas.

**In compliance with the Student Right to Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the San Bernardino Community College District and Crafton Hills College to make available to all students the completion rates of certificate, degree, or transfer-seeking first-time, full-time students entering college beginning in Fall 1995, and annually thereafter. This information is available in the college library and on the web at [http://cccco.edu](http://cccco.edu). Information on crime rates is available in the Communications Center (LADM-153).**

**AMERICANS WITH DISABILITIES ACT OF 1990, (ADA) AND SECTION 504 OF THE REHABILITATION ACT 1972 STATEMENT OF POLICY**

It is the policy of Crafton Hills College to make our services, facilities, programs, and accommodations accessible to all people including people with disabilities, and comply fully with the provisions of the Americans with Disabilities Act of 1990 and section 504 of the Rehabilitation Act of 1972.

If a disability prevents you from fully using our facility or enjoying our services and programs, we would like your input and ideas on how we can serve you better.

Any concerns, comments, or suggestions should be directed to the Vice President of Administrative Services at (909) 389-3210.

In compliance with the [Student Right to Know and Campus Security Act](http://cccco.edu) of 1990 (Public Law 101-542), it is the policy of the San Bernardino Community College District and Crafton Hills College to make available to all students the completion rates of certificate, degree, or transfer-seeking first-time, full-time students entering college beginning in Fall 1995, and annually thereafter. This information is available in the college library and on the web at [http://cccco.edu](http://cccco.edu). Information on crime rates is available in the Communications Center (LADM-153).
Substance Abuse Policy and Resource Information

- Illicit drugs use and alcohol abuse account for two-thirds of violent behavior, one-half of all injuries, one-third of all emotional difficulties and one-third of all academic problems on college campuses. Students must be aware that substance abuse leads to financial, health, psychological, work, school and legal problems. For more information on health risks associated with Alcohol and other Drugs please refer to www.craftonhills.edu then link to Student Resources and Health & Wellness Center.

Are you at Risk?

- If you answer yes to one or more of the following, you need further intervention.
  1. Have you blacked out after using drugs or alcohol?
  2. Have you been arrested during or after you were drinking or using drugs?
  3. Do you drink or use drugs to get wasted?
  4. Has someone close to you, talked with you about your alcohol or drug usage?
  5. Does a family member have an alcohol or other drug problem, or had one in the past?

Confidential Resources for Help:

- Health and Wellness Center .........................(909) 389-3272
- CHC, Counseling Center ...........................(909) 389-3366
- Alcoholics Anonymous Meeting Referrals ..........(909) 825-4700
- Alcoholics Anonymous Website: www.alcoholics-anonymous.org
- Narcotics Anonymous Meeting Referrals ..........(909) 795-0464
- Narcotics Anonymous Website: www.na.org/index.htm
- National Database of Drug and Alcohol Treatment .................www.findtreatmentsamhsa.gov
- Alcohol and your College Experience ............ www.factsontap.org
- Drug Help ............................................. www.drughelp.org
- California Alcohol & Drugs Programs .............www.adp.state.ca.us

San Bernardino Community College District strives to maintain a workplace free from the illegal use, possession or distribution of controlled substances as defined in the Controlled Substances Act. Unlawful manufacture, distribution, dispensation, possession, or use of controlled substances by employees in the workplace or on District business is prohibited. Employees shall not use illegal substances or abuse legal substances in a manner which impairs performance of assigned tasks.

- All employees are required to comply with this policy as a condition of their continued employment. An employee who violates this policy will be subject to disciplinary action which may include termination.

- Any employee convicted under a criminal drug statute for improper conduct in the workplace must report this conviction within five working days to the District Human Resources.

Standard of Student Conduct Policy 6060

Disciplinary action for good cause may be imposed upon a student by an instructor, an administrator, or the Board of Trustees for misconduct of the following while attending college classes or college sponsored activities:

- The use, sale or possession or hallucinogenic drugs or substance or any poison classified as such by Schedule D in Section 4160 of the Business and Professions Code or the presence on campus of anyone under the influence of such drugs or substances.

- The use or possession of alcoholic beverages on college property or at any college sponsored event or the presence on campus of anyone under the influence of alcohol.

- Any student who violates this policy will be subject to disciplinary action which may include expulsion.

Policies and Procedures
Questions & Answers Regarding Prerequisites and Corequisites

You will be blocked from registering in a class if you have not met the prerequisite.

Q: What is a prerequisite?
A: A prerequisite is a condition of enrollment that a student is required to meet in order to demonstrate readiness for enrollment in a course or educational program. This may be a course that must be taken before another course or a passing score on an accepted placement test. For example, in order to enroll in English 101, you must have completed English 015 (or its equivalent at another college) with a grade of C or better or have received a passing score on the CHC placement test (or acceptable equivalent).

Q: What is a corequisite?
A: A corequisite is a condition of enrollment consisting of a course in which must be taken at the same time as another course. For example, if you wish to take Accounting 220, you must also enroll in Accounting 221.

Q: What is a departmental recommendation?
A: A departmental recommendation is a skill or a defined area of knowledge that the department faculty feel is important, if not essential, for a student to succeed in the course for which it is recommended. For example, the departmental recommendations for Psychology 100 are English 101, Math 090, and passing a reading test at or above the 12th grade level.

Q: How do I meet a prerequisite?
A: There are several ways to meet a prerequisite. First, a student may take the prerequisite course at Crafton Hills College. Second, a student may qualify for enrollment in the course based on the college placement procedure that is given to all new students in the course (students may also provide course placements from assessments taken at other colleges. Scores alone will not be accepted.) Finally, students may meet the prerequisite by having taken the equivalent course at another college. The student must provide a copy of the transcript or grade report (an unofficial copy of the transcript is adequate but official copies submitted to the admissions office are required by the third week of semester) to a counselor who will determine whether the course is equivalent to the prerequisite course at Crafton. If the course was taken at a private or out of state college or university, the student will need to provide a copy of the catalog description.

NOTE: Unofficial transcripts and course descriptions can often be accessed off the college or university website.

Q: If I haven’t met the prerequisite, is there any possibility that I can still take the course?
A: A prerequisite challenge is a process that allows students to demonstrate that they can probably succeed in a course even though they have not completed the prerequisite. To begin this process, you need to see a counselor. You may be required to complete the assessment process as part of the process. This will depend on whether the course you are challenging requires math or English as a pre-requisite or if you have already completed the assessment. The Counseling Center is located in the Student Services Building, SSB 201. See page 4 for hours that counselors are available.

NOTE: Prerequisites and corequisites cannot be waived.

Q: How long does a challenge take?
A: The college is required to respond to your challenge within five (5) working days. If the college does not give you a decision within five (5) working days, you are allowed to remain in the class.

Q: What do I do if I’ve taken the prerequisite course at another college?
A: You need to bring an official copy of your transcript to the Counseling Center so that a counselor can verify that the course you took at another college or university meets the prerequisite. An unofficial copy of your transcript may help, but we need the official one no later than the Friday of the third week after the term starts.

Q: What if I don’t like the decision of my challenge?
A: You MAY have the right to an appeal. If you think you may want to appeal, check with the Counseling Center.

Students registered in classes in which they have not met the prerequisite requirements will be administratively withdrawn (see refund policy).

Questions: Call (909) 389-3366 or visit the Counseling Center (SSB-201)
Improving your reading, writing, and math skills is an important step in meeting your educational goals. There are several possible starting points for you to enter at the right level. Starting at the right class will let you move from class to class successfully and get to the point you need in the shortest amount of time. Your Counselor will help you decide on the best class by using your placement test results, high school and/or college grades, learning skills, motivation, and other factors. A Counselor can show you the skills needed for each class.

### Reading:

- **READ 925X2**
  - Introduction to Reading

- **READ 956X2**
  - Intermediate Reading

- **READ 078X2**
  - Advanced Reading

- **LRC 960X4 and READ 091**
  - Study Techniques and Study Skills

### English:

- **ENGL 914**
  - Basic English Skills

- **ENGL 015**
  - Preparation for College Writing

- **ENGL 101**
  - Freshman Composition

- **Advanced Transferable Courses in English**

### Math:

- **MATH 943**
  - A 4 week quick review of Math 942

- **MATH 953**
  - A 4 week quick review of Math 952

- **MATH 090**
  - A,B,C
  - Three 9 week sessions of Math 090

- **MATH 095**
  - A,B,C
  - Three 9 week sessions of Math 095

- **MATH 942 or MATH 943**
  - Arithmetic

- **MATH 952 or MATH 953**
  - Review of Arith. & an Intro to Algebra

- **MATH 090**
  - Elementary Algebra

- **MATH 095**
  - Intermediate Algebra

- **Transferable Courses in Mathematics**
To Apply for Financial Aid
YOU MUST

Complete Steps: 1, 2 & 3 listed on the Financial Aid webpage
www.craftonhills.edu/financialaid

CHC School Code is 009272

Order Transcripts Online!
With

TranscriptsPlus
Easy to Use!
Go to
Our Homepage (www.craftonhills.edu)
Click On
The “Apply/Register” Tab
Then Click On
“Transcripts”
Under The “Records” Section

A service brought to you by
Crafton Hills College and Credentials, Inc.

You must have a valid credit card,
E-mail or fax and
access to the Internet.
It’s just that easy!!!
**What is Supplemental Instruction?**

Supplemental Instruction (SI) is a series of weekly review sessions for students taking historically difficult courses. SI is provided for all students who want to improve their understanding of course material and improve their grades.

Attendance at sessions in most cases is voluntary. For you the student, it’s a chance to get together with people in your class to compare notes, to discuss important concepts, to develop strategies for studying the subject, and to test yourselves before your professor does, so that when he/she does, you’ll be ready. At each session you will be guided through this material by your SI leader, a competent student who has previously taken the course.

**When do SI review sessions start?**

On the first day of class you will fill out a short survey to let the SI leader know your class schedule. Please bring your official schedule of classes with you to the first class period so you will be able to complete the survey accurately. Each SI leader will set up three or more review sessions a week at times that are best for the majority of the class members. You can attend one, two, or all three (the choice is yours) and each one will be different because you’ll have new material to discuss.

**What’s in it for me?**

If you attend SI sessions regularly, chances are you’ll earn a better grade. You’ll have developed a better understanding of course content as well as more effective ways of studying. This will help you in other classes also.

Supplemental Instruction will be offered in the following classes in Fall 2012:

- ANAT 101    Truong
- CD 105      McLaren
- ENGL 101    Phillips
- HIST 100    Beitscher
- HIST 101    Beitscher
- MICRO 102   Shimeld
- PHYSIC 200* Adams
- PSYCH 100   Brink

*Supplemental instruction is required for all students enrolled in PHYSIC 200. SI sessions will be held on Fridays from 12:00-12:50.*

For more information contact Daniel Bahner, SI Coordinator, LRC 106 (909) 389-3330/dbahner@craftonhills.edu
## ACCOUNTING

### ACCT 032X4  Federal and State Taxation  4.00 Unit
Principles and procedures of federal and state income taxation. Preparation of tax returns, emphasizing the individual taxpayer. Volunteer tax assistance is required.

*Associate Degree Applicable*

*Note: ACCT 032X4 may be taken 4 times*

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### ACCT 208  Introduction to Financial Accounting  4.00 Units
Fundamental concepts and procedures of financial accounting including the use, interpretation and preparation of financial statements.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

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### ACCT 209  Introduction to Managerial Accounting  4.00 Units
Fundamental concepts and procedures of managerial accounting including costing systems, cost behavior and analysis, budgeting and performance evaluation. Uses of management accounting information in decision making.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

**PREREQUISITE:** ACCT 208

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## ALLIED HEALTH

### AH 090  Survey of Radiologic Technology  1.50 Units
Introduction to the field of radiologic technology.

*Associate Degree Applicable*

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*Note: Ref. No. 0010 - 12 week class: 01/16 - 04/10*
**ANATOMY**

**ANAT 101  Essentials of Human Anatomy and Physiology  4.00 Units**
Lecture and laboratory course emphasizing the basic structural, functional, and developmental stages of the human body. Introductory survey of the human body in one semester. Essentials of structure and function in each of the eleven body systems covered.

*Associate Degree Applicable*

*Course credit transfers to CSU.*

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Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

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**ANAT 150  Human Anatomy and Physiology I  4.00 Units**
Advanced understanding of the structural and functional aspects of the human body. First in a two semester series; covers biochemistry, cytology, cellular metabolism, histology, osteology, articulations, myology, and the integumentary, and nervous systems.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

**ANAT 151  Human Anatomy and Physiology II  4.00 Units**
Advanced understanding of the structural and functional aspects of the human body. Second in a two semester series; covers hematologic, somatic and special senses, the bodies nutritional needs, pregnancy and maturation, electrolyte and acid/base balance, and the endocrine, lymphatic, immune, respiratory, cardiovascular, digestive, urinary, and reproductive systems.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

**PREREQUISITE:** ANAT 150

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**ANTHROPOLOGY**

**ANTHRO 100  Introduction to Archaeology  3.00 Units**
General introduction to the history, objectives, methods and theory of modern archaeology.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

*DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101*

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**ANTHRO 106  Biological Anthropology  3.00 Units**
Introduction to humans as biological organisms from an evolutionary perspective.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

*DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101*

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**ARABIC**

**ARABIC 101  College Arabic I  5.00 Units**
Introduction to the Arabic language, including the fundamentals of its alphabet, script and pronunciation. NOTE: This course corresponds with the first year of high school Arabic.

*Associate Degree Applicable*

*Course credit limited transfer CSU & UC.*

*Contact a counselor for details.*

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# Schedule of Classes

## ART

### ART 100  
**Art History I: Prehistoric Art to Medieval Art**  
Survey of outstanding periods in history of Western Art, tracing the relationship between the arts and society which produced them. Required of all art majors and open to non-art majors.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**

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### ART 102  
**Art History II: Renaissance Art to Modern Art**  
Survey of the arts and history in Western Europe from Renaissance to the Twentieth Century. Required of all art majors and open to non-art majors.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**

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This class is an online course with no on-campus meetings.

Participation in this online class requires that students have access to a computer that is connected to the Internet and has a CD-ROM drive and speakers or headphones.

### ART 105  
**History of Modern Art**  
Survey of twentieth century art, touching on its historical roots and examining contemporary art as a manifestation of our social and environmental milieu.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**

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### ART 120X4  
**Basic Design**  
Progressive exploration of both the spontaneous and the developmental creative process; discovery and development of resources necessary to visual communication access to tools and experiences necessary for visual literacy.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**  
- **Note: ART 120X4 may be taken 4 times**

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### ART 124X4  
**Drawing**  
Progressive investigation and interpretation of form and space on a two dimensional surface, using a variety of media and techniques. Components will include employing perspective, light and shade, and linearity.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**  
- **Note: ART 124X4 may be taken 4 times**

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### ART 126X4  
**Painting**  
Exploration of concepts, techniques, and materials of painting.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**  
- **Note: ART 126X4 may be taken 4 times**

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### ART 132X4  
**Life Drawing**  
Progressive study of the qualities of the human figure, including an overview of anatomy in relation to figure drawing, graphic interpretation of the human figure, including contour, gesture and volume drawings.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**  
- **Note: ART 132X4 may be taken 4 times**

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### ART 200X4  
**Printmaking**  
Focus on concepts, techniques, and skills of printmaking. Areas to be covered: linoleum, wood cuts, silk screening, etching, and stenciling.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**  
- **Note: ART 200X4 may be taken 4 times**

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### ASTRONOMY

#### ASTRON 150  
**Introduction to Astronomy**  
Introduction to the ideas, concepts, and theories of astronomy including celestial motion, properties and evolutions of the solar system, stars, galaxies, and cosmology.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**  
- **DEPARTMENTAL RECOMMENDATION: Successful completion of PHYSIC 100**

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#### ASTRON 160  
**Astronomy Laboratory**  
Laboratory work to supplement ASTRON 150. Topics include telescopes, planetary motion, the Sun and stars, and cosmology. A one-evening lunar photography lab will be required.  
- **Associate Degree Applicable**  
- **Course credit transfers to both CSU and UC.**  
- **COREQUISITE: ASTRON 150**

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For current updated information on classes, go to www.craftonhills.edu
### BIOLOGY

**BIOL 100  ** General Biology  4.00 Units  
Introduction to biology with an emphasis on scientific analysis and problem solving. Offers a broad understanding of the unity and diversity of the living world from cellular and molecular levels to anatomy, physiology, evolution, and ecology.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  

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**BIOL 130  ** Cell and Molecular Biology  4.00 Units  
Study of the principles of molecular and cell biology, with emphasis on cell structure, genetics, cellular respiration, photosynthesis, synthetic processes, and the role of physiology in maintaining homeostasis.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
**PREREQUISITE:** CHEM 101 or CHEM 150 and MATH 095  

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### BUSINESS ADMINISTRATION

**BUSAD 100  ** Introduction to Business  3.00 Units  
Survey of the field of business; provides a background in business and serves as the basic beginning college course in business subjects.  
**Associate Degree Applicable**  
**DEPARTMENTAL RECOMMENDATIONS:** ENGL 015; Reading; Pass a standardized test of reading comprehension at or above the 12th grade level  

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### CHEMISTRY

**CHEM 101  ** Introduction to Chemistry  4.00 Units  
A one-semester course introducing the study of matter and its properties. Topics include atomic structure, bonding, nomenclature, stoichiometry, chemical reactions, periodic table and organic chemistry. Includes a laboratory component that emphasizes concepts discussed in lecture.  
**Associate Degree Applicable**  
Course credit transfers to CSU.  
**LIMITED TRANSFER TO UC:** Contact a counselor for details.  
**PREREQUISITE:** CHEM 090 or MATH 090C or eligibility for MATH 095 or MATH 095C as determined through the Crafton Hills College assessment process  

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**CHEM 102  ** Introduction to Organic Chemistry  4.00 Units  
A one semester course introducing the study of organic compounds. Topics include structure, nomenclature, properties, reactions, synthesis and biochemistry. Includes a laboratory component that emphasizes concepts discussed in lecture.  
**Associate Degree Applicable**  
Course credit transfers to CSU.  
**LIMITED TRANSFER TO UC:** Contact a counselor for details.  
**PREREQUISITE:** CHEM 101 or CHEM 150  

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**Chemistry**
## Schedule of Classes

### CHEM 150 General Chemistry I 5.00 Units
First semester of a year-long sequence. Topics include atomic structure, bonding, nomenclature, stoichiometry, chemical reactions, enthalpy and the periodic table.

**Associate Degree Applicable**

**Course credit transfers to both CSU and UC.**

**PREREQUISITE:** CHEM 150

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### CHEM 151 General Chemistry II 5.00 Units
Continuation of CHEM 150. Topics include kinetics, equilibrium, acids and bases, thermodynamics, electrochemistry, nuclear reactions and chemistry of coordination compounds.

**Associate Degree Applicable**

**Course credit transfers to both CSU and UC.**

**PREREQUISITE:** CHEM 150

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### CHEM 213 Organic Chemistry II 4.00 Units
Second semester of a two semester organic chemistry sequence. Study of modern organic chemistry including structure, nomenclature, reactivity, synthesis, and reaction mechanisms. Lab techniques of purification, isolation, synthesis reactions, and spectroscopic analysis.

**Associate Degree Applicable**

**Course credit transfers to both CSU and UC.**

**PREREQUISITE:** CHEM 212

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### CHILD DEVELOPMENT

#### CD 105 Child Growth and Development 3.00 Units
Study of human development from conception through adolescence within cultural and family contexts. Examination of cognitive, physical, social and emotional development.

**Observational study of children.**

**Associate Degree Applicable**

**Course credit transfers to both CSU and UC.**

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#### CD 115 Health, Welfare, and Nutrition for Children 3.00 Units
Training in health, nutrition, disaster preparedness for children or children with special needs, child abuse identification and prevention, caring for the mildly ill child.

**Associate Degree Applicable**

**Course credit transfers to CSU.**

**DEPARTMENTAL RECOMMENDATION:** Successful completion of CD 105

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#### CD 126 Child, Family and Community 3.00 Units
Examines the effects of family and community on a child’s development. Interaction between children, family, school, peers, media and community are explored.

**Associate Degree Applicable**

**Course credit transfers to CSU.**

**DEPARTMENTAL RECOMMENDATION:** Successful completion of CD 105

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#### CD 132 Creative Experiences for Children Across the Curriculum 3.00 Units
In-depth study of creativity in children, including the rationale for creative development. General curriculum areas are investigated, including art, music, science, math, language arts, social studies, health, nutrition and gross and fine motor development. Emphasis on preparing developmentally appropriate creative experiences/curriculum for children.

**Associate Degree Applicable**

**Course credit transfers to CSU.**

**DEPARTMENTAL RECOMMENDATION:** CD 105

<table>
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#### CD 205X2 Child Growth and Development Laboratory 4.00 Units
Supervised participation in a group program for preschool children.

**Associate Degree Applicable**

**Course credit transfers to CSU.**

**Note:** CD 205X2 may be taken 2 times

**PREREQUISITE:** CD 105

<table>
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**This class is an online course with no on-campus meetings. Participation in this online class requires that students have access to a computer that is connected to the Internet and has a CD-ROM drive and speakers or headphones.**
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**CD 211 Observation and Methods in School-Age Development 3.00 Units**

Introduction to observational methodologies and techniques used in the study of school-age children and their behavior. Students will observe, record, analyze and interpret school age children and their behavior.

*Associate Degree Applicable*

Course credit transfers to CSU.

**PREREQUISITE: CD 105**

*DEPARTMENTAL RECOMMENDATION: ENGL 101*

<table>
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**CD 212 Observation and Methods in Early Child Development 3.00 Units**

Introduction to observational methodologies and techniques used in early childhood behavior. Students will observe, record, analyze and interpret early child behavior.

*Associate Degree Applicable*

Course credit transfers to CSU.

**PREREQUISITE: CD 105**

*DEPARTMENTAL RECOMMENDATION: ENGL 101*

<table>
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**CD 295 Elementary Laboratory 3.00 Units**

Supervised experience and participation in an elementary school setting including both K-3 and 4-6 classroom environments. Emphasis on understanding the role of the elementary school teacher, instructional methods, curriculum as it relates to grade level state standards, aiding literacy development, cooperative relationships with staff, parents, children and professional ethics of teaching.

*Associate Degree Applicable*

Course credit transfers to both CSU and UC.

**DEPARTMENTAL RECOMMENDATION: Successful completion of CD 105**

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**CHC 090X4 College Study Skills and Strategies 2.00 Units**

Comprehensive learning and academic strategies to assist students in developing an understanding of learning theories and academic principles, concepts, and strategies. Practical application with the goal of achieving or maximizing academic success.

*Associate Degree Applicable*

Note: CHC 090X4 may be taken 4 times

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**CHC 099X4 Learning Community Seminar 1.00 Unit**

Learning community seminar addressing the learning community goals, connections between courses, and students' reflection on their cognitive development within the learning community.

*Associate Degree Applicable*

Note: CHC 099X4 may be taken 4 times

**COREQUISITE: Concurrent enrollment in a Crafton Hills College Learning Community**

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**CHC 100 Student Success and the College Experience 3.00 Units**

Introduction to the college experience, including academic and career self-assessment and strategies for success.

*Associate Degree Applicable*

Course credit transfers to both CSU and UC.

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This section is linked to MATH 095-93 and ENGL 101-93.
### COMPUTER INFORMATION SYSTEMS

**CIS 101 Introduction to Computer and Information Technology 3.00 Units**

Introduction to computer and information technology. Includes an overview and the use of computer software including word processing, spreadsheets, presentation applications and databases. No previous computer experience is required. This course is also offered as BUSAD-230.

*Associate Degree Applicable*

Course credit transfers to both CSU and UC.

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This class is an online course with no on-campus meetings. Participation in this online class requires that students have access to a computer that is connected to the Internet and has a CD-ROM drive and speakers or headphones.

**CIS 104 Object Oriented Programming with Visual Basic 3.00 Units**

Introduction to object oriented programming using Visual Basic.

*Associate Degree Applicable*

Course credit transfers to CSU.

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**CIS 111 Web Page Programming and Design 3.00 Units**

Introduction to web page design, programming and administration using HTML, XHTML, CSS and scripting languages.

*Associate Degree Applicable*

Course credit transfers to CSU.

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<th>Days</th>
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**CIS 114 C++ Programming I 3.00 Units**

Introduction to the C++ programming language. Includes program development and implementation.

*Associate Degree Applicable*

Course credit transfers to CSU.

Limited transfer to UC; contact a counselor for details.

*DEPARTMENTAL RECOMMENDATIONS: CIS 101*

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**CIS 116 C++ Programming II 3.00 Units**

An advanced study of the syntax and semantics of the C++ programming language and the methodology of Object-Oriented program development.

*Associate Degree Applicable*

Course credit transfers to both CSU and UC.

*PREREQUISITE: CIS 114*

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**CIS 117 Scripting 3.00 Units**

Introduction to Web page scripting and programming. Includes development, debugging, and implementation of client-side and server-side scripts to enhance Web pages.

*Associate Degree Applicable*

Course credit transfers to CSU.

*PREREQUISITE: CIS 111*

**CIS 119 Scripting 3.00 Units**

Introduction to Web page scripting and programming. Includes development, debugging, and implementation of client-side and server-side scripts to enhance Web pages.

*Associate Degree Applicable*

Course credit transfers to CSU.

*PREREQUISITE: CIS 111*

**CIS 120 Introduction to Computer Systems**

An overview of the components of a modern computer system and their functions. Includes the central processing unit, memory, peripheral devices, and input/output devices.

*Associate Degree Applicable*

Course credit transfers to CSU.

*PREREQUISITE: CIS 101*

**CIS 141X2 Working At a Small-To-Medium Business or ISP (Cisco CCNA 2) 3.75 Units**

Second of four courses leading to the Cisco Certified Network Associate (CCNA) designation. This course prepares students for jobs as network technicians. It also helps students develop additional skills required for employment as a computer technician and/or a help desk technician. It provides a basic overview of routing and remote access, addressing, and security. It also familiarizes students with servers that provide e-mail services, Web space, and authenticated access. Students also learn the soft skills required for help desk and customer service positions.

*Associate Degree Applicable*

*Note: CIS 141X2 may be taken 2 times*

*PREREQUISITE: CIS 140X2*

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This hybrid class meets twice (2) a week on-campus and has an online component that requires students to have access to a computer that is connected to the Internet and has a CD-ROM-Romano,N

**SCHEDULE OF CLASSES**

**BOLD print on time pattern denotes evening classes**
### CIS 143X2  Designing and Supporting Computer Networks (Cisco CCNA 4)  3.75 Units

Last of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Learners progress through a variety of case studies and design focused exercises which include gathering requirements, designing basic networks, establishing proof-of-concept, and performing project management tasks. In addition, lifecycle services, including upgrades, competitive analyses, and system integration, are presented in the context of pre-sale support. Will include CCNA exam preparation.

Associate Degree Applicable  
Note: CIS 143X2 may be taken 2 times  
PREREQUISITE: CIS 142X2

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This hybrid class meets once a week on-campus and has an online component that requires students to have access to a computer that is connected to the Internet and has a CD-ROM and speaker or headphones.

### CIS 162  Introduction to Flash  3.00 Units

Introduction to Flash. Hands-on course where students will design, create and publish Flash animations, navigation buttons, icons and Web sites.

Associate Degree Applicable  
Course credit transfers to CSU.

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### CIS 163  Introduction to PhotoShop  3.00 Units

Design, creation, and manipulation of original and existing images and photographs using PhotoShop.

Associate Degree Applicable  
Course credit transfers to CSU.

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### CIS 165X3  Introduction to Computer Animation  3.00 Units

Introduction to 3D animation using Maya. Focuses on computer animation, rendering and modeling. Principles and skills for building objects in a landscape and changing environmental conditions. Overviews on model sheets, storyboarding, keyframing, in-betweening and 3D conversion techniques.

Associate Degree Applicable  
Course credit transfers to CSU.  
Note: CIS 165X3 may be taken 3 times

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### CIS 190B  Network Administration Internship  3.00 Units

A one-semester course offering hands-on experience in network implementation, design, setup, and administration.

Associate Degree Applicable  
PREREQUISITES: CIS 130 and CIS 150

<table>
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Note: Please see Denise Allen-Hoyt in LADM 219 for permission to enroll in this class.

### CIS 190C  Hardware Technician Internship  3.00 Units

A one-semester course offering hands-on experience in hardware maintenance and end-user support.

Associate Degree Applicable  
PREREQUISITE: CIS 130

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</table>

Note: Please see Denise Allen in LADM 219 for permission to enroll in this class.

### ECONOMICS

### ECON 100  Introduction to Economics  3.00 Units

Economic analysis applied to issues and problems facing the U.S. economy. Economic problems are analyzed with the elementary tools of economics as a way of evaluating alternative choices with respect to actual or hypothetical courses of actions.

Associate Degree Applicable  
Course credit transfers to CSU.  
Limited transfer to UC; contact a counselor for details.  
DEPARTMENTAL RECOMMENDATIONS: Eligibility for ENGL 101.  
Eligibility for MATH 095.

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### ECON 200  Principles of Macroeconomics  3.00 Units

Introduction to the basic mechanisms of macroeconomics, including key concepts, theories, policies and institutions such as GDP, fiscal and monetary policies, the Federal Reserve System, the classical and Keynesian theories, and budget deficit.

Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
DEPARTMENTAL RECOMMENDATIONS: Eligibility for ENGL 101 and MATH 090 or MATH 090C as determined through the Crafton Hills College assessment process.

<table>
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EMERGENCY MEDICAL SERVICES

EMS 020  Emergency Medical Technician-I/EMT-Basic 6.00 Units
Instruction in all facets of U.S. DOT T22CCR required of basic life support measures, CPR, and the use of appropriate emergency medical equipment and supplies.
Associate Degree Applicable
PREREQUISITES: READ 078X2 or reading competency as demonstrated by successful completion of ENGL 101 or ENGL 101H or eligibility for READ 100 as determined through the Crafton Hills College assessment process
DEPARTMENTAL RECOMMENDATIONS: Good dexterity and coordination abilities, the ability to work in small areas in different positions and at times on the ground or floor, and good physical condition with the ability to lift up to 150 pounds

EMS 021X20  Preventing Disease Transmission for Emergency Medical Technician-I/EMT-Basic 0.50 Units
Disease transmission, infection control practices, including occupational exposure management and legal concerns. Designed for emergency medical services, hospital and public safety personnel.
Graded on Pass/No Pass basis only.
Associate Degree Applicable
Note: EMS 021X20 may be taken 20 times
COREQUISITES: EMS 020, EMS 022, and EMS 023

EMS 022  Basic Life Support for Emergency Medical Technician-I/EMT-Basic 0.50 Unit
Knowledge and skills of cardiopulmonary resuscitation (CPR) for victims of all ages including ventilation devices, automated external defibrillator, and foreign-body airway obstruction. This course meets the 2005 Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the healthcare provider level.
Graded on Pass/No Pass basis only.
Associate Degree Applicable
COREQUISITES: EMS 020, EMS 021X20, and EMS 023

EMS 023  Hazardous Materials First Responder Awareness for Emergency Medical 0.50 Unit
Instruction in the recognition of hazardous materials events, action responses to the events and hazard assessment techniques. Satisfies the requirements for all healthcare workers at the hazardous materials awareness level.
Graded on Pass/No Pass basis only.
Associate Degree Applicable
COREQUISITES: EMS 020, EMS 021X20, and EMS 022

Section 90 cohort-NOTE: There is a mandatory Orientation on Saturday, 1/12/13 from 9 am to 12 pm in the Performing Arts Center (PAC). Students must be 18 years old at time of registration
NOTE: Registration for this course will close at noon on the day before the mandatory orientation

EMS 020:
0240 90  M 09:00a-12:50p LEC 6.00 OE1-127 Holbrook,J
0246 90  S 09:00a-12:50p LEC 0.50 BC-101 Verosik,E
0252 90  S 02:00p-05:50p LAB BC-104 Nicholson,K
0254 90  S 02:00p-05:50p LEC BC-105 Nicholson,K

Note: Ref. No. 0246 - 1 week class: 01/26 - 01/26
IMPORTANT: You must also register in EMS 021X20, Section 90, EMS 022, Section 9 and EMS 023, Section 90.
NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

EMS 021x20:
0246 90  S 09:00a-12:50p LEC 0.50 BC-104 Verosik,E
0252 90  S 02:00p-05:50p LEC BC-105 Nicholson,K

Note: Ref. No. 0252 - 1 week class: 02/23 - 02/24
IMPORTANT: You must also register in EMS 020, Section 90, EMS 021X20, Section 90 and EMS 023, Section 90.
NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

EMS 022:
025290  SSU 09:00a-12:50p LEC 0.50 BC-104 Nicholson,K
025430  SSU 02:00p-05:50p LAB BC-105 Nicholson,K

Note: Ref. No. 0252 - 1 week class: 02/23 - 02/24
IMPORTANT: You must also register in EMS 020, Section 90, EMS 021X20, Section 90 and EMS 023, Section 90.
NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

EMS 023:
0262 90  SU 09:00a-12:50p LEC 0.50 BC-106 Commander,J
0262 90  SU 02:00p-05:50p LEC BC-106 Commander,J

Note: Ref. No. 0262 - 1 week class: 01/27 - 01/27
IMPORTANT: You must also register in EMS 020, Section 90, EMS 021X20, Section 90, EMS 022, Section 90 and EMS 023, Section 90.
NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)
### Schedule of Classes

Section 91 cohort-NOTE: There is a MANDATORY ORIENTATION on Saturday, 01/12/13 from 9 am to 12 pm in the Performing Arts Center (PAC). Students must be 18 years old at time of registration

NOTE: Registration for this course will close at noon on the day before the mandatory orientation

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<td>OE1-127</td>
<td>Reese,G</td>
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<tr>
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<td>02:00p-05:50p</td>
<td>LAB</td>
<td>OE1-127</td>
<td>Reese,G</td>
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IMPORTANT: You must also register in EMS 021X20, Section 91, EMS 022, Section 91 and EMS 023, Section 91.

NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

### EMS 021x20:

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Note: Ref. No. 0248 - 1 week class: 02/03 - 02/03

IMPORTANT: You must also register in EMS 020, Section 91, EMS 022, Section 91 and EMS 023, Section 91.

NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

### EMS 022:

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Note: Ref. No. 0254 - 1 week class: 01/26 - 01/27

IMPORTANT: You must also register in EMS 020, Section 91, EMS 021X20, Section 91 and EMS 023, Section 91.

NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

### EMS 023:

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Note: Ref. No. 0258 - 1 week class: 02/02 - 02/02

IMPORTANT: You must also register in EMS 020, Section 91, EMS 21X20, Section 91, EMS 022, Section 91.

NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

### EMS 025

**Customer Service and Professionalism For the Emergency Services Worker**

0.50 Unit

Preparation of the Emergency Medical Services student in customer service, communication skills, hiring processes and career awareness within the emergency services field.

Graded on Pass/No Pass basis only.

Associate Degree Applicable

<table>
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Note: Ref. No. 0264 - 1 week class: 04/21 - 04/21

EMS-025 IS A LATE REGISTRATION COURSE. Registration requires Departmental approval.

### EMS 020:

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IMPORTANT: You must also register in EMS 021X20, Section 92, EMS 022, Section 92 and EMS 023, Section 92.

NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

### EMS 021x20:

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Note: Ref. No. 0250 - 1 week class: 02/24 - 02/24

IMPORTANT: You must also register in EMS 020, Section 92, EMS 022, Section 92 and EMS 023, Section 92.

NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)

### EMS 022:

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Note: Ref. No. 0256 - 1 week class: 02/02 - 02/03

IMPORTANT: You must also register in EMS 020, Section 92, EMS 021X20, Section 92 and EMS 023, Section 92.

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Note: Ref. No. 0260 - 1 week class: 02/23 - 02/23

IMPORTANT: You must also register in EMS 020, Section 92, EMS 021X20, Section 92, EMS 022, Section 92.

NOTE: FINANCIAL AID ALERT: This course will not qualify for, or will reduce eligibility for Federal Financial Aids. Contact the Financial Aid Office (CL-214)
### EMS 103 Mobile Intensive Care Nurse 2.25 Units
Orientation to pre-hospital advanced care protocols for San Bernardino, Riverside, Inyo and Mono counties and practice giving direction to prehospital care providers via one way radio or two way radio communication. Information on the roles and responsibilities of the mobile intensive care nurse.
Graded on Pass/No Pass basis only.
Associate Degree Applicable
Course credit transfers to CSU.
PREREQUISITES: As required by San Bernardino and Riverside County Emergency Medical Services: A current California R.N. license, one year experience as a registered nurse, 800 hours experience as a nurse in the emergency department, current ACLS certification, proof of a cardiac dysrhythmia course, current employment in a base station hospital in San Bernardino, Riverside, Inyo or Mono county and the ability to complete a written screening examination with 80% accuracy.

<table>
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Note: Ref. No. 0266 - 5 week class: 02/22 - 03/29

### EMS 152 Cardiology for the EMT-Paramedic 4.50 Units
Basic cardiology and cardiac electrophysiology for the paramedic. This course will review basic pertinent anatomy and physiology, recognition and treatment of cardiovascular disorders.
Associate Degree Applicable
Course credit transfers to CSU.
PREREQUISITE: Admission into the EMT-Paramedic Program
COREQUISITES: EMS 150, EMS 151, EMS 153, EMS 154, and EMS 155

<table>
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Note: Ref. No. 0272 - 21 week class: 01/14 - 06/14

### EMS 153 Pharmacology for the EMT-Paramedic 3.00 Units
Basic pharmacology for the paramedic, including the administration of medications, drug therapy, drug actions and interactions, and basic physiology.
Associate Degree Applicable
Course credit transfers to CSU.
PREREQUISITE: Admission into the EMT-Paramedic Program
COREQUISITES: EMS 150, EMS 151, EMS 152, EMS 154, and EMS 155

<table>
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Note: Ref. No. 0274 - 21 week class: 01/14 - 06/14

### EMS 154 Emergency Medical Services Theory for the Paramedic 8.00 Units
Studies in the theory and practice of the diagnosis and treatment of trauma and medical emergencies; emphasis on the pathophysiology of disease processes as the basis for effective initial emergency management.
Associate Degree Applicable
Course credit transfers to CSU.
PREREQUISITE: Admission into the EMT-Paramedic Program
COREQUISITES: EMS 150, EMS 151, EMS 152, EMS 153, EMS 154, and EMS 155

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0276</td>
<td>95</td>
<td>ARR</td>
<td>6.8 HRS/WK</td>
<td>LEC 8.00</td>
<td>OE1-120</td>
<td>Crow,K</td>
</tr>
</tbody>
</table>

Note: Ref. No. 0276 - 21 week class: 01/14 - 06/14

### EMS 155 Skills Development for Paramedics 3.00 Units
Paramedic skills and the equipment used in the treatment of pre-hospital advanced life support. This course will enhance the student’s knowledge of and ability to treat various traumatic and medical emergencies in the pre-hospital setting.
Associate Degree Applicable
Course credit transfers to CSU.
PREREQUISITE: Admission into the EMT-Paramedic Program
COREQUISITES: EMS 150, EMS 151, EMS 152, EMS 153, EMS 154, and EMS 155

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0278</td>
<td>95</td>
<td>ARR</td>
<td>7.7 HRS/WK</td>
<td>LAB 3.00</td>
<td>OE1-120</td>
<td>Bishop,R</td>
</tr>
</tbody>
</table>

Note: Ref. No. 0278 - 21 week class: 01/14 - 06/14

Boxed sections indicate Short-Term classes.

**BOLD print on time pattern denotes evening classes**
### Schedule of Classes

**Spring 2013 - Engineering**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 101</td>
<td>Introduction to Engineering</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Introduction to field of engineering. Study of the history of engineering, engineering disciplines and related fields of study; educational requirements and career opportunities for engineers; and standards of professional practice including communication, ethics and safety.

**Associate Degree Applicable**

Course credit transfers to both CSU and UC.

**PREREQUISITE:** MATH 095 or MATH 095C or eligibility for MATH 102 as determined through the Crafton Hills College assessment process

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>0290</td>
<td>90</td>
<td>TTH</td>
<td>09:00a-10:15a</td>
<td>LEC 3.00</td>
<td>LADM-304</td>
<td>Hardin,C</td>
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<tr>
<td></td>
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<td>TTH</td>
<td>10:16a-10:59a</td>
<td>LAB 0.00</td>
<td>LADM-201</td>
<td>Hardin,C</td>
</tr>
</tbody>
</table>

This section is linked to CHC 099X4-90. This means students enrolling in ENGR 101-90 must also enroll and remain enrolled in CHC 099X4-90.

**Engineering**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ENGL 914</td>
<td>Basic English Skills</td>
<td>4.00</td>
</tr>
</tbody>
</table>

Instruction in basic English grammar as a foundation for writing grammatically correct sentences. Also, includes instruction in the principles of writing effective paragraphs and short compositions, including framing topic sentences, developing appropriate support, and using transitions.

**Not Applicable to the Associate Degree**

**PREREQUISITE:** READ 925X2 or eligibility for ENGL 914 as determined through the Crafton Hills College assessment process

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0292</td>
<td>10</td>
<td>MW</td>
<td>09:00a-10:50a</td>
<td>LEC 4.00</td>
<td>OE2-214A</td>
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<tr>
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<td>30</td>
<td>MW</td>
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<td>LEC 4.00</td>
<td>OE2-214A</td>
<td>Walker,L</td>
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<tr>
<td>0296</td>
<td>40</td>
<td>MW</td>
<td>03:00p-04:50p</td>
<td>LEC 4.00</td>
<td>CL-110</td>
<td>Jensen,D</td>
</tr>
<tr>
<td>0298</td>
<td>92</td>
<td>TTH</td>
<td>09:00a-10:50a</td>
<td>LEC 4.00</td>
<td>AC-103</td>
<td>Harris,J</td>
</tr>
</tbody>
</table>

This section is linked to HEALTH 102-92 and CHC 099X4-92. This means students enrolling in ENGL 914-92 must also enroll and remain enrolled in HEALTH 102-92 AND CHC 099X4-92.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>0300</td>
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<td>TTH</td>
<td>11:00a-12:50p</td>
<td>LEC 4.00</td>
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<td>Bartlett,R</td>
</tr>
<tr>
<td>0302</td>
<td>90</td>
<td>TTH</td>
<td>01:00p-02:50p</td>
<td>LEC 4.00</td>
<td>CL-110</td>
<td>Cannon,J</td>
</tr>
</tbody>
</table>

This section is linked to CHC 099X4-90 and MATH 952-90. This means students enrolling in ENGL 914-92 (directly above) must also enroll and remain enrolled in CHC 099X4-90 and MATH 952-90.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
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<tr>
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<td>Henriquez,A</td>
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<tr>
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<td>LEC 4.00</td>
<td>CL-217</td>
<td>Dobbs,A</td>
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</tbody>
</table>

**BOLD print on time pattern denotes evening classes**

Parking is at a premium the first few weeks

Please Carpool!
### ENGL 015  Preparation for College Writing  
**4.00 Units**

Study of the essential skills necessary for effective expository writing.  

**Associate Degree Applicable**  
**PREREQUISITE:** ENGL 914 or eligibility for ENGL 015 as determined through the Crafton Hills College assessment process

<table>
<thead>
<tr>
<th>Ref</th>
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<td>0326</td>
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<td>TTH</td>
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</tr>
</tbody>
</table>

This section is linked to MATH 090-93 and CHC 099X-93. This means students enrolling in ENGL 015-93 (directly above) must also enroll and remain enrolled in MATH 090-93 and CHC 099X-94.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
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<td>Hansler,K</td>
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<td>CL-108</td>
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</tr>
</tbody>
</table>

This section is linked to BIOL 100-91 and CHC 099X-91. This means students enrolling in ENGL 015-91 (directly above) must also enroll and remain enrolled in BIOL 100-91 and CHC 099X-94.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>0338</td>
<td>65</td>
<td>TTH</td>
<td>07:00p-08:50p</td>
<td>LEC 4.00</td>
<td>CL-219</td>
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</tr>
</tbody>
</table>

### ENGL 101  Freshman Composition  
**4.00 Units**

Instruction in writing compositions from personal, reflective, and argumentative perspectives.  

**Associate Degree Applicable**  
**Course credit transfers to both CSU and UC.**  
**PREREQUISITE:** ENGL 015 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

**DEPARTMENTAL RECOMMENDATION: READ 078X2**

<table>
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<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
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<td>CL-108</td>
<td>Bartlett,R</td>
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</tbody>
</table>

This section is linked to THART 100-90. This means students enrolling in ENGL 101-90 (directly above) must also enroll and remain enrolled in THART 100-90.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0342</td>
<td>93</td>
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<td>07:00a-08:50a</td>
<td>LEC 4.00</td>
<td>CL-110</td>
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</table>

This section is linked to MATH 095-93 and CHC 100-93. This means students enrolling in ENGL 101-93 (directly above) must also enroll and remain enrolled in MATH 095-93 and CHC 100-93.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
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<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
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<tr>
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<td>LEC 4.00</td>
<td>CL-217</td>
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<tr>
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<td>MW</td>
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<td>PAC-308</td>
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</table>

This section is linked to MATH 090-94. This means students enrolling in ENGL 101-94 (directly above) must also enroll and remain enrolled in MATH 090-94.

<table>
<thead>
<tr>
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<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0348</td>
<td>91</td>
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<td>09:00a-10:50a</td>
<td>LEC 4.00</td>
<td>CL-216</td>
<td>DiPonio,G</td>
</tr>
</tbody>
</table>

This section is linked to HIST 101-91. This means students enrolling in ENGL 101-91 (directly above) must also enroll and remain enrolled in HIST 101-91.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
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<tr>
<td>0350</td>
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<td>01:00p-02:50p</td>
<td>LEC 4.00</td>
<td>CL-217</td>
<td>Phillips,T</td>
</tr>
</tbody>
</table>

Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

### ENGL 101H  Freshman Composition-Honors  
**4.00 Units**

Instruction in writing compositions from personal, reflective, and argumentative perspectives. This course includes content and experiences appropriate for students wishing to earn honors credit.  

**Associate Degree Applicable**  
**Course credit transfers to both CSU and UC.**  
**PREREQUISITE:** ENGL 015 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process. Acceptance into the College Honors Institute

**DEPARTMENTAL RECOMMENDATION: READ 078X2**

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0352</td>
<td>36</td>
<td>MW</td>
<td>01:00p-02:50p</td>
<td>LEC 4.00</td>
<td>CL-216</td>
<td>Baker,D</td>
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<tr>
<td>0354</td>
<td>40</td>
<td>MW</td>
<td>03:00p-04:50p</td>
<td>LEC 4.00</td>
<td>CL-217</td>
<td>Phillips,T</td>
</tr>
</tbody>
</table>

Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.
Levels and Order of English Classes

The ability to think and reason and communicate using written language is an essential skill. There are several possible starting points for you to enter at the right level. Starting at the right class will let you move from class to class successfully and get to the point you need in the shortest amount of time. A Counselor can show you the skills needed for each class and help you decide.

I want to “start at the beginning”

- take ENGL 914

I write OK, I think, I’ve never done a long paper

- take ENGL 015

English is not my first language

- take ENGL 908/909

ENGL 101
Freshman Composition

ENGL 102
Intermediate Composition & Critical Thinking

ENGL 152
Intermediate Composition & Literature

ENGL 232
Creative Writing

ENGL 127x4
Literary Magazine Production

ENGL 150
Classical Mythology

ENGL 155
Children’s Literature

ENGL 160
Literature by Women

ENGL 170
The Film Experience

ENGL 175
Literature and Religion of the Bible

ENGL 250
Fiction

ENGL 260/261
Survey of American Literature

ENGL 270/271
Survey of British Literature

ENGL 275
Shakespeare

ENGL 280/281
Masterworks of World Literature I/II

* Meets associate degree graduation requirement in English but does not fulfill the transfer requirement to CSU OR UC.

Visit the Writing Center
in the Learning Center
3rd Floor of the Library Building

Monday - Thursday 9:00 am - 7:00 pm
Friday 9:00 am - 4:00 pm
<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Intermediate Composition and Critical Thinking</td>
<td>4.00 Units</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Instruction in writing compositions reflecting critical thinking and employing rhetorical skills beyond those taught in Freshman Composition (ENGL 101), including summary, analysis, evaluation, rebuttal, and argument.  

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 101 or ENGL 101H |
| 0400 10 | MW | 09:00a-10:50a | LEC | 4.00 | CDC-106 | Anderson,J |
| 0402 30 | MW | 01:00p-02:50p | LEC | 4.00 | CL-219 | Acquistapace,K |
| 0404 40 | MW | 03:00p-04:50p | LEC | 4.00 | CL-219 | Acquistapace,K |
| 0406 15 | TTH | 09:00a-10:50a | LEC | 4.00 | CL-219 | Hamlett,C |
| 0408 35 | TTH | 01:00p-02:50p | LEC | 4.00 | CL-219 | Phillips,T |
| 0410 45 | TTH | 03:00p-04:50p | LEC | 4.00 | CL-219 | Phillips,T |
| 0412 70 | ARR | 04:00p-08:00p | LEC | 4.00 | LADM-217 | DiPonio,G |

Note: Tolkien  
This class is an online course with no on-campus meetings. Participation in this online class requires that students have access to a computer that is connected to the Internet and has a CD-ROM drive and speakers or headphones.  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 101 or ENGL 101H |
| 0414 50 | MW | 05:00p-06:50p | LEC | 4.00 | CL-219 | Swanson,W |
| 0416 60 | MW | 07:00p-08:50p | LEC | 4.00 | CL-219 | Swanson,W |
| 0418 55 | TTH | 05:00p-06:50p | LEC | 4.00 | CL-219 | Estus,S |
| 0420 65 | TTH | 07:00p-08:50p | LEC | 4.00 | CL-108 | Estus,S |

ENGL 102H Intermediate Composition and Critical Thinking-Honors  4.00 Units
Instruction in writing compositions reflecting critical thinking and employing rhetorical skills beyond those taught in Freshman Composition (ENGL 101), including summary, analysis, evaluation, rebuttal, and argument. This course includes content and experiences appropriate for students wishing to earn honors credit.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 101 or ENGL 101H. Acceptance into the College Honors Institute |
| 0422 10 | MW | 09:00a-10:50a | LEC | 4.00 | CDC-106 | Anderson,J |
| 0424 15 | TTH | 09:00a-10:50a | LEC | 4.00 | CL-219 | Hamlett,C |

ENGL 109 World Drama II  3.00 Units
The course surveys the history of theater from the 1600's to the present.  
*This course is also offered as THART-109.*  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC. |
| 0426 25 | TTH | 11:00a-12:20p | LEC | 3.00 | PAC-309 | Bryant,T |

ENGL 127X4 Literary Magazine Production: The Sand Canyon Review  3.00 Units
Production of the college literary magazine, including the study of the principles of short fiction, poetry, and drama, as well as the process of publishing, including selecting material, planning and executing format, defining and maintaining theme, developing design and layout, editing, and desktop publishing.  
**Associate Degree Applicable**  
Course credit transfers to CSU.  
Note: ENGL 127X4 may be taken 4 times  
PREREQUISITE: ENGL 101 or ENGL 101H |
| 0428 45 | TH | 03:00p-04:50p | LAB | 3.00 | CL-107 | Bartlett,R |

ENGL 152 Intermediate Composition and Literature  4.00 Units
Study of fiction, poetry, and drama with emphasis on the fundamental principles of literary criticism and interpretation. Instruction in writing compositions about literature.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 101 or ENGL 101H |
| 0430 10 | MW | 09:00a-10:50a | LEC | 4.00 | CL-110 | Langenfeld,E |
| 0432 35 | TTH | 01:00p-02:50p | LEC | 4.00 | CL-109 | Acquistapace,K |
| 0434 55 | TTH | 05:00p-06:50p | LEC | 4.00 | CL-109 | Eastmond,E |

ENGL 155 Children's Literature  3.00 Units
Study of literature written for children. Books discussed in the course are essentially books for children, but values common to all significant literature are emphasized.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 015 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process |
| 0436 30 | MW | 01:00p-02:50p | LEC | 3.00 | LADM-217 | Langenfeld,E |

Note: Ref. No. 0436 - 13 week class: 02/11 - 05/15 |

ENGL 156 Chicano/Latino Literature  3.00 Units
Study of the literature, plays, poetry, film, and lyrics representative of Chicano and/or Latino literature. This course includes written analyses.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 101 or ENGL 101H |
| 0438 30 | MF | 01:00p-02:20p | LEC | 3.00 | CL-110 | Papas,C |

ENGL 232 Creative Writing  3.00 Units
An introductory course in creative writing focusing on selected literary genres such as fiction, poetry, drama, screenwriting, and non-fiction. Emphasizes the craft of writing and the development of critical standards for judging literature.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 101 or ENGL 101H |
| 0440 45 | T | 03:00p-05:50p | LEC | 3.00 | CL-216 | DiPonio,G |

ENGL 250 Fiction  3.00 Units
Study of fiction as a literary genre through readings, in-class discussion, and analytical assignments. Emphasis will be on a particular type of fiction.  
**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
PREREQUISITE: ENGL 101 or ENGL 101H |
| 0442 60 | M | 06:00p-08:50p | LEC | 3.00 | CL-216 | Phillips,T |
### Schedule of Classes

<table>
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<th>Ref</th>
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<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
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#### ENGL 271  Survey of British Literature II  3.00 Units
- Analysis of representative literary works of significant British writers from the Romantic Period to the present that includes the study of the historical and social contexts of the literature as well as the lives of important writers.
- **Associate Degree Applicable**
- Course credit transfers to both CSU and UC.
- **PREREQUISITE:** ENGL 101 or ENGL 101H

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#### FIRE TECHNOLOGY

##### FIRET 030  Training Instructor IA  2.50 Units
- Methods and techniques for training in accordance with the latest concepts in career education; selecting, adapting, organizing, and using instructional materials appropriate for teaching psychomotor lessons.
- **Associate Degree Applicable**
- **PREREQUISITE:** FIRET 030
- **DEPARTMENTAL RECOMMENDATION:** ENGL 015 with a minimum grade of C or better

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##### FIRET 031  Training Instructor 1B  2.50 Units
- Methods and techniques for training in accordance with the latest concepts in career education; selecting, adapting, organizing, and using instructional materials appropriate for teaching cognitive lessons.
- **Associate Degree Applicable**
- **PREREQUISITE:** FIRET 030
- **DEPARTMENTAL RECOMMENDATION:** ENGL 015 with a minimum grade of C or better

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##### FIRET 049  Basic Firefighter Physical Fitness  2.00 Units
- Physical fitness exercise, teamwork, disciplined precision cadence drilling and preparation for the fire academy physical fitness testing requirement for fire academy cadets.
- Graded on Pass/No Pass basis only.
- **Associate Degree Applicable**
- **COREQUISITE:** FIRET 115

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##### FIRET 087  Fire Investigation 1A  2.50 Units
- Study of the principles of fire behavior; building construction; point of fire origin determination; motives of the fire setter; accidental ignition sources; incendiary fire indicators; structure of fire investigation; vehicle fire investigation; fire fatalities; investigation tools and documentation techniques; report writing; evidence recognition, documentation, and preservation; legal aspects of fire investigation; explosives and incendiary devices; juvenile fire setters; wildland fire investigation.
- **Associate Degree Applicable**

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<td>In addition to meeting on Fridays, the class will also meet on the following Saturdays: February 02, February 23, and March 09.</td>
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##### FIRET 088  Fire Investigation 1B  2.50 Units
- Study of the principles of evidence collection and preservation, report writing, the juvenile fire setter, Penal Code and other statutory provisions. Further develops principles learned in Fire Investigation 1A.
- **Associate Degree Applicable**
- **PREREQUISITE:** FIRET 087 and FIRET 100
- **DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101 and MATH 090 or MATH 090C as determined through the Crafton Hills College assessment process. Pass a standardized test of reading comprehension at or above the 12th grade level

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<td>In addition to meeting on Fridays, the class will also meet on the following Saturdays: April 13 and May 04.</td>
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##### FIRET 100  Fire Protection Organization  3.00 Units
- Provides an introduction to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; local government; laws and regulations affecting the fire service; and private fire protection services; fire departments as part of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; and private fire protection services. Further develops principles learned in Fire Protection Organization 1A.
- **Associate Degree Applicable**
- **DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101 and MATH 090 or MATH 090C as determined through the Crafton Hills College assessment process

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### FIRET 101: Fire Prevention Technology 3.00 Units
This course provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education. This is a prerequisite course for the Fire Academy.

- **Associate Degree Applicable**
- **Course credits transfers to CSU.**
- **DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101 and MATH 090 or MATH 090C as determined through the Crafton Hills College assessment process. Concurrent FIRET 100 or prior attendance with a minimum grade of C

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### FIRET 102: Fire Behavior and Combustion 3.00 Units
Theory and fundamentals of how and why fires start, spread, and are controlled. An in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques.

- **Associate Degree Applicable**
- **Course credit transfers to CSU.**
- **PREREQUISITE:** FIRET 100
- **DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101 and MATH 095 or MATH 095C as determined through the Crafton Hills College assessment process. Pass a standardized test of reading comprehension at or above the 12th grade level

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<td>OE2-214C</td>
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### FIRET 106: Fire Protection Hydraulics and Water Supply 3.00 Units
This course provides a foundation of theoretical knowledge in order to understand the principles of the use of water in fire protection and to apply hydraulic principles to analyze and to solve water supply problems.

- **Associate Degree Applicable**
- **Course credit transfers to CSU.**
- **PREREQUISITE:** FIRET 100

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### FIRE 115: Firefighter I Basic Training Academy 14.00 Units
This course trains students to possess the necessary competencies required for the California State Fire Training Firefighter I Certification as well as the Basic Wildland Fire Academy Certification.

- **Associate Degree Applicable**
- **Course credit transfers to CSU.**
- **PREREQUISITE:** Admission to the Academy and FIRET 100 and FIRE 101 and EMS 020 or successful completion of the NREMT (National Registry Examination for the Emergency Medical Technician) or currently certified as an EMT in California
- **COREQUISITE:** FIRE 049
- **DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101 and eligibility for MATH 095 or higher and successful completion of FIRE 902X4

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**NOTE:** Ref. No. 0472 - 13 week class: 01/22 - 04/18

**NOTE:** FIRE 115 Mandatory Orientation Wednesday, January 09th, 2013 from 8:00am to 1:00pm in OE2-205.

### FIRE 118: Wildland Fire Control 3.00 Units
Study of the factors affecting wildland fire prevention, behavior, and control techniques.

- **Associate Degree Applicable**
- **Course credit transfers to CSU.**
- **PREREQUISITE:** FIRET 100
- **DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101 and MATH 095 or MATH 095C

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### FRENCH

#### FRENCH 102: College French II 5.00 Units
A continuation of FRENCH 101. Study of advanced introductory French, focused on both oral and written expression promoting linguistic and cultural proficiency. Includes instruction in comprehension, conversation, reading, composition, writing and grammar. NOTE: This course corresponds to the second year of high school French.

- **Associate Degree Applicable**
- **Course credit limited transfer CSU & UC.**
- **Contact a counselor for details.**
- **PREREQUISITE:** FRENCH 101

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### GEOGRAPHY

#### GEOG 110: Physical Geography 3.00 Units
A spatial study of Earth’s dynamic physical systems and processes.

- **Associate Degree Applicable**
- **Course credit transfers to both CSU and UC.**
- **DEPARTMENTAL RECOMMENDATION:** Concurrent enrollment in GEOG 111

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<th>Ref</th>
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<td>LEC 3.00</td>
<td>LADM-224</td>
<td>Staff</td>
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</table>
### GEOG 110H Physical Geography-Honors 3.00 Units
An introduction to world geography emphasizing the nature of major world culture regions, their social structure, religions, governments, and economics.

- **Associate Degree Applicable**
- **Course credit transfers to both CSU and UC.**
- **PREREQUISITE:** Acceptance into the College Honors Institute
- **DEPARTMENTAL RECOMMENDATION:** Concurrent enrollment in GEOG 111
- **0480 30 W 01:30p-04:20p LEC 3.00 LADM-224 Staff**

### GEOG 111 Physical Geography Laboratory 1.00 Unit
Laboratory exercises designed to utilize the tools of geologic inquiry. The laboratory studies are closely coordinated with the lecture topics.

- **Associate Degree Applicable**
- **Course credit transfers to both CSU and UC.**
- **PREREQUISITE/COREQUISITE:** GEOG 110 or GEOG 110H
- **0482 30 M 01:30p-04:20p LAB 1.00 LADM-106 Hughes,R**

### GEOG 120 World Regional Geography 3.00 Units
An introduction to world geography emphasizing the development of North America. Field studies are required.

- **DEPARTMENTAL RECOMMENDATIONS:** Successful completion of GEOL 100 or GEOL 100H or GEOL 101 and GEOL 160 or GEOL 101H and GEOL 160. Eligibility for ENGL 101. Eligibility for MATH 095.
- **Course credit transfers to CSU.**
- **Associate Degree Applicable**
- **Course credit transfers to both CSU and UC.**
- **0484 65 TH 07:00p-09:50p LEC 3.00 LADM-224 Schmidt,L**
- **0486 90 TH 07:00p-09:50p LEC 3.00 LADM-224 Schmidt,L**
  - This section is linked to SPEECH 100-90. This means students enrolling in GEOG 120-90 (directly above) must also enroll and remain enrolled in SPEECH 100-90.

### GEOLOGY

#### GEOL 100 Physical Geology 4.00 Units
An introduction to the study of the earth with emphasis on the materials that make up the earth with corresponding laboratory exercises.

- **Associate Degree Applicable**
- **Course credit transfers to both CSU and UC.**
- **0488 92 TTH 11:00a-12:20p LEC 4.00 LADM-106 Hughes,R**
- **T 01:30p-04:20p LAB LADM-106 Hughes,R**
  - This section is linked to MATH 090-92 and CHC 090X4-92. This means students enrolling in GEOL 100-92 LEC/LAB (directly above) must also enroll and remain enrolled in MATH 090-92 and CHC 090X4-92.
- **0490 60 W 07:00p-09:50p LEC 4.00 LADM-121 Muir,W**
- **M 07:00p-09:50p LAB LADM-106 Hughes,R**

#### GEOL 101H Introduction to Geology-Honors 3.00 Units
An introduction to the study of the earth with emphasis on the materials that make up the earth. This course is the same as the lecture component of GEOL 100. Field trips are required in this course.

- **Associate Degree Applicable**
- **Course credit transfers to both CSU and UC.**
- **PREREQUISITE:** Acceptance into the College Honors Institute
- **0494 60 W 07:00p-09:50p LEC 3.00 LADM-121 Muir,W**

#### GEOL 101 Introduction to Geology 3.00 Units
An introduction to the study of the earth with emphasis on the materials that make up the earth. This course is the same as the lecture component of GEOL 100. Field trips are required in this course.

- **Course credit transfers to both CSU and UC.**
- **0492 60 W 07:00p-09:50p LEC 4.00 LADM-121 Muir,W**
- **M 07:00p-09:50p LAB LADM-106 Hughes,R**

#### GEOL 111 Historical Geology 4.00 Units
Introduction to the study of the geologic history of the Earth with emphasis on the development of North America. Laboratory and field studies are required.

- **Course credit transfers to both CSU and UC.**
- **0498 10 W 09:00a-11:50a LEC 4.00 LADM-106 Hughes,R**
- **M 09:00a-11:50a LAB LADM-106 Hughes,R**

#### GEOL 112 Earth and Life History 3.00 Units
Introduction to the study of the geologic history of the Earth with emphasis on the development of North America. Field studies are required.

- **Course credit transfers to both CSU and UC.**
- **0500 10 W 09:00a-11:50a LEC 3.00 LADM-106 Hughes,R**

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Since there are often changes in faculty schedules, please check the online schedule at [www.craftonhills.edu](http://www.craftonhills.edu) for current faculty assignments.
**GEOL 160 Geology Laboratory 1.00 Unit**
Laboratory exercises designed to utilize the tools of geologic inquiry. The laboratory studies are closely coordinated with the lecture topics.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

*PREREQUISITE/COREQUISITE: GEOL 101 or GEOL 101H*

**GEOL 181X4 Geology of the Anza Borrego Region 1.00 Unit**
Discussion and field observation of the physical and historical geology of the Anza Borrego Region in San Diego County, CA.

*Associate Degree Applicable*

*Course credit transfers to CSU.*

*Note: GEOL 181X4 may be taken 4 times*

**HEALTH 263 Nutrition and Health 3.00 Units**
Review of the literature on the basic nutrients: protein, fat, carbohydrate, vitamins, minerals and water. Development of the skills necessary to analyze, evaluate, and prescribe a dietary intake for weight loss, weight maintenance and weight gain. Study of the relationship between nutrition and disease in America.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

*DEPARTMENTAL RECOMMENDATION: Eligibility for MATH 090*

**HEALTH EDUCATION**

**HEALTH 102 Biological Principles of Health 3.00 Units**
Examines the nature and scope of healthful living, including the principles of health resources, trends in disease prevalence, infectious and noninfectious diseases and risk factors (i.e., smoking, substance abuse, improper diet and inactivity).

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

**HISTORY**

**HIST 100 History of the United States to 1877 3.00 Units**
Survey of American history from the pre-Columbian period to the end of the Reconstruction Era in 1877. Introduction to key issues and developments of the period as America shifts its economic, political, technological and cultural base from a predominantly dependent agrarian colonial society to an independent urban, industrial nation.

*Associate Degree Applicable*

*Course credit transfers to both CSU and UC.*

*DEPARTMENTAL RECOMMENDATIONS: Eligibility for ENGL 101*

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Don't forget to include the expense of books and supplies in your expense calculations!
HIST 100H  History of the United States to 1877-Honors  3.00 Units
Survey of American history from the pre-Columbian period to the end of the Reconstruction Era in 1877. Introduction to key issues and developments of the period as America shifts its economic, political, technological and cultural base from a predominantly dependent agrarian colonial society to an independent urban, industrial nation. This course includes content and experiences appropriate for students wishing to earn honors credit.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
PREREQUISITE: Acceptance into the College Honors Institute
DEPARTMENTAL RECOMMENDATION: Successful completion of ENGL 101 or ENGL 101H

0532 40  MW 03:00p-04:20p LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

0534 35  TTH 01:00p-02:20p LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

0536 65  T  07:00p-09:50p LEC  3.00 BC-101 Costello,G

HIST 101  History of the United States 1865 to Present  3.00 Units
Survey of American history 1865 to present. Introduction to key social, political, economic and cultural issues and developments in America’s emergence as an urban, industrial and technological, global-leading, consumer society.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

0538 10  MW 09:30a-10:50a LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

0540 30  MW 01:00p-02:20p LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

0542 91  MW 01:00p-02:20p LEC  3.00 BC-101 Beitscher,J
This section is linked to ENGL-101 91. This means students enrolling in HIST-101 91(directly above) must also enroll and remain enrolled in ENGL-101 91. For more information, refer to the CHC Learning Communities page in this schedule. Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

0544 15  TTH 09:30a-10:50a LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

HIST 101H  History of the United States 1865 to Present-Honors  3.00 Units
Survey of American history 1865 to present. Introduction to key social, political, economic and cultural issues and developments in America’s emergence as an urban, industrial and technological, global-leading, consumer society. This course includes content and experiences appropriate for students wishing to earn honors credit.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
PREREQUISITE: Acceptance into the College Honors Institute
DEPARTMENTAL RECOMMENDATION: Successful completion of ENGL 101 or ENGL 101H

0546 10  MW 09:30a-10:50a LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

0548 30  MW 01:00p-02:20p LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

0550 15  TTH 09:30a-10:50a LEC  3.00 BC-101 Beitscher,J
Students in this course will have the opportunity to attend Supplemental Instruction (SI) sessions, which are voluntary, outside-of-class group study sessions with a trained student facilitator.

HIST 135  Religion in America  3.00 Units
Study of religion in America from colonial times to present. This course is also offered as RELIG-135.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

0552 70  ARR 2.5 HRS/WK LEC  3.00 Franko,K
This class is an online course with no on-campus meetings. Participation in this online class requires that students have access to a computer that is connected to the Internet and has a CD-ROM drive and speakers or headphones.

HIST 145  California History  3.00 Units
Survey of California history from the pre-Columbian period to the present. Introduction to key issues and developments in social, political, economic, technological, geographic and cultural aspects vital to the growth of California from a colonial outpost to a highly diverse modern state.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
DEPARTMENTAL RECOMMENDATION: ENGL 015 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process and Reading: Pass a standardized test of reading comprehension at or above the 12th grade level

0554 30  M 06:00p-08:50p LEC  3.00 Madrigal,E
HIST 171  World Civilizations (1500 CE to the Present)  3.00 Units
Study of cross-cultural history emphasizing the art and literature, philosophy and religion, family and society, as well as the political, economic and technological contributions of the world’s civilizations from 1500CE to the present. This course focuses on modern western and non-western history, culture and socio-political structures and the effect of modern technology, colonialism and revolution in the world.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

0556 25  TTH 11:00a-12:20p  LEC  3.00  BC-101  Costello,G

HIST 171H  World Civilizations (1500 CE to Present) Honors  3.00 Units
Study of cross-cultural history emphasizing the art and literature, philosophy and religion, family and society, as well as the political, economic and technological contributions of the world’s civilizations from 1500CE to the present. This course focuses on modern western and non-western history, culture and socio-political structures and the effect of modern technology, colonialism and revolution in the world. This course includes content and experiences appropriate for students wishing to earn honors credit.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
PREREQUISITE: Acceptance into the College Honors Institute
DEPARTMENTAL RECOMMENDATIONS: Successful completion of ENGL 101 or ENGL 101H

0558 25  TTH 11:00a-12:20p  LEC  3.00  BC-101  Costello,G

JAPANESE

JAPN 102  College Japanese II  5.00 Units
A continuation of JAPN 101. Further development of students’ listening, speaking, reading and writing skills. NOTE: This course corresponds to the second year of high school Japanese.

Associate Degree Applicable
Course credit limited transfer CSU & UC.
PREREQUISITE: JAPN 101

0560 05  TTH 08:30a-10:50a  LEC  5.00  LADM-217 Nakamura,A

LEARNING RESOURCES

LRC 900X4  Learning Resources Laboratory  0.00 Unit
Provides academic support services to students enabling them to succeed in various content area classes, such as English, Math, Science, Foreign Language, and vocational courses. Activities may include supervised individual or group tutorial services, computer-assisted instruction, video viewing and testing.

Graded on Pass/No Pass basis only.
Noncredit Course
Note: LRC 900X4 may be taken 4 times
COREQUISITE: Enrollment in at least one other course at Crafton Hills College

0562 95  ARR TUT  0.00  Townsend,J
Note: This noncredit course is designed for students seeking tutoring in the Tutoring Center. Enrollment in this no-cost course occurs at the time a tutoring request is made.

0564 40  MW 02:00p-02:50p TUT  0.00  MSA-102  Bullock,S
This section is linked to MATH 952-40. This means students enrolling in LRC 900X4-40 (directly above) must also enroll and remain enrolled in MATH 952-40.

0566 15  TTH 08:00a-08:50a TUT  0.00  MSA-102  Hanley,J
This section is linked to MATH 952-15. This means students enrolling in LRC 900X4-15 (directly above) must also enroll and remain enrolled in MATH 952-15.

0570 20  W 11:00a-12:50p  TUT  0.00  SCC-202  Gutierrez,M
This section is linked to MATH 952-20. This means students enrolling in LRC 900X4-20 (directly above) must also enroll and remain enrolled in MATH 952-20.

0572 10  F 09:00a-10:50a TUT  0.00  MSA-102  Piamonte,R
This section is linked to MATH 952-10. This means students enrolling in LRC 900X4-10 (directly above) must also enroll and remain enrolled in MATH 952-10.

0574 21  F 12:00p-12:50p  TUT  0.00  MSA-112  Brown,R
This section is linked to PHYSIC 201-21 LEC/LAB. This means students enrolling in LRC 900X4-21 (directly above) must also enroll and remain enrolled in PHYSIC 201-21 LEC/LAB.

0576 23  F 12:00p-12:50p TUT  0.00  MSA-112  Brown,R
This section is linked to PHYSIC 201-23 LEC/LAB. This means students enrolling in LRC 900X4-23 (directly above) must also enroll and remain enrolled in PHYSIC 201-23 LEC/LAB.

0578 24  F 12:00p-12:50p  TUT  0.00  MSA-112  Brown,R
This section is linked to PHYSIC 201-24 LEC/LAB. This means students enrolling in LRC 900X4-24 (directly above) must also enroll and remain enrolled in PHYSIC 201-24 LEC/LAB.

0580 22  F 12:00p-12:50p TUT  0.00  MSA-112  Brown,R
This section is linked to PHYSIC 201-22. This means students enrolling in LRC 900X4-22 (directly above) must also enroll and remain enrolled in PHYSIC 201-22.

0584 60  MW 06:00p-06:50p  TUT  0.00  MSA-102  Roche,J
This section is linked to MATH 952-60. This means students enrolling in LRC 900X4-60 (directly above) must also enroll and remain enrolled in MATH 952-60.

0586 90  TTH 04:00p-04:50p TUT  0.00  MSA-112  Tasaka,B
This section is linked to MATH 952-90, ENGIL-914 90 and CHC 090X4-90. This means students enrolling in LRC 900X4-90 (directly above) must also enroll and remain enrolled in MATH 952-90, ENGIL 914-90 and CHC 090X4-90.
LRC 907 Learning Disability Assessment 0.50 Unit
Assessment for learning disabilities services eligibility. Group and individual testing, basic instruction in study skills, academic accommodations, and learning styles. Graded on Pass/No Pass only. Not Applicable to the Associate Degree.
DEPARTMENTAL RECOMMENDATION: Eligibility for Disabled Students Programs and Services (DSPS)

LRC 920 Self Advocacy and Strategies for Success 2.00 Units
Introduction to the legal rights and responsibilities of students with disabilities, self-advocacy, and strategies for accommodating limitations. Graded on Pass/No Pass basis only. Not Applicable to the Associate Degree.
DEPARTMENTAL RECOMMENDATION: Eligibility for services provided by Disabled Students Programs and Services (DSPS)

LRC 925X4 Access Technology Support Lab 0.50 Unit
Practical introduction to assistive technology for individuals with disabilities. Graded on Pass/No Pass basis only. Not Applicable to the Associate Degree.
DEPARTMENTAL RECOMMENDATION: Eligibility for services provided by Disabled Students Programs and Services (DSPS)

LRC 960X4 Developmental Study Techniques 1.00 Unit
This course provides individual instruction in such study techniques as note-taking, textbook reading and test preparation. Not Applicable to the Associate Degree.
Note: LRC 960X4 may be taken 4 times

MARKETING
MARKET 100 Marketing Principles 3.00 Units
Principles and methods of marketing as practiced by all successfully managed business firms; covers such topics as demand analysis, forecasting, product development, price determination, distribution channels, material handling, advertising, and personal selling.
Associate Degree Applicable
Course credit transfers to CSU.
DEPARTMENTAL RECOMMENDATIONS: ENGL 015; Reading: Pass a standardized test of reading comprehension at or above the 12th grade level or equivalent

MATH 943 Arithmetic Topics 0.50 Unit
Fundamental operations involving whole numbers, fractions, or decimals, as determined by diagnostic information. Computer software will be used for this class. Graded on a Pass or No Pass basis only.
Graded on Pass/No Pass basis only.
(Formerly MATH-943X2)
Not Applicable to the Associate Degree

MATH 952 Prealgebra 4.00 Units
This course prepares students for elementary algebra, MATH 090 or MATH 090C covering operations with signed numbers, solving single variable linear equations, combining like terms, ratios, proportions, percents and their applications, perimeter, area, and volume of common geometric figures. Fractions and decimals are reviewed throughout the course.
Graded on Pass/No Pass basis only.
PREREQUISITE: MATH 943 or MATH 943X2 or eligibility for MATH 952 as determined through the Crafton Hills College assessment process

MATH 953 Prealgebra 4.00 Units
This section is linked to LRC 900X4-10. This means students enrolling in MATH 952-10 (directly above) must also enroll and remain enrolled in LRC 900X4-10.

MATH 959 Prealgebra 4.00 Units
This section is linked to LRC 900X4-20. This means students enrolling in MATH 952-20 (directly above) must also enroll and remain enrolled in LRC 900X4-20.

MATH 955 Prealgebra 4.00 Units
This section is linked to LRC 900X4-35. This means students enrolling in MATH 952-35 (directly above) must also enroll and remain enrolled in LRC 900X4-35.

MATH 956 Prealgebra 4.00 Units
This section is linked to LRC 900X4-40. This means students enrolling in MATH 952-40 (directly above) must also enroll and remain enrolled in LRC 900X4-40.

MATH 957 Prealgebra 4.00 Units
This section is linked to LRC 900X4-50. This means students enrolling in MATH 952-50 (directly above) must also enroll and remain enrolled in LRC 900X4-50.

MATH 958 Prealgebra 4.00 Units
This section is linked to LRC 900X4-60. This means students enrolling in MATH 952-60 (directly above) must also enroll and remain enrolled in LRC 900X4-60.
MATH 953  Review of Selected Prealgebra Topics  0.50 Unit

Selected prealgebra topics including review of arithmetic operations, operations with signed rational numbers, solving one and two step simple variable linear equations, combining like terms, percents, perimeter, area and volume of common geometric figures, right triangles and Pythagorean Theorem. Content will be delivered using computer software in a lab setting. Graded on a Pass or No Pass basis only. 

Graded on Pass/No Pass basis only.

(Formerly MATH-953X2)

Not Applicable to the Associate Degree

DEPARTMENTAL RECOMMENDATION: Eligibility for MATH 952 as determined through the Crafton Hills College assessment process

0620  25   TTH     12:00p-12:45p LAB   0.50   SCC-202  Haley,E
0622  40   MW     04:00p-04:45pLAB   0.50   SCC-202  Tasaka,B
0624  55   TTH     06:00p-06:45p LAB   0.50   SCC-202  Haley,E

MATH 090  Elementary Algebra  4.00 Units

Manipulation of algebraic expressions including ones with integer exponents and factoring, solving increasingly difficult equations and their applications, graphing lines and drawing conclusions from the graph. Introduction of rational expressions. Students are expected to be proficient with the arithmetic of positive and negative numbers including fractions upon entering MATH 090.

This course is also offered as MATH-090C.

Associate Degree Applicable

PREREQUISITE: MATH 952 or MATH 953X2 or eligibility for MATH 952 as determined through the Crafton Hills College assessment process

0630  94   MW     01:00p-02:50p LAB   4.00   SCC-202  Leon,R
0632  93   MW     09:00a-10:50a LEC   4.00   CL-109   Begley,D

This section is linked to ENGL101-93 and CHC 100-93. This means students enrolling in MATH-095 93 (directly above) must also enroll and remain enrolled in CHEM 101-91. This section is linked to CHEM 101-91 LEC/LAB. This means students enrolling in MATH 095-91 (directly above) must also enroll and remain enrolled in CHEM 101-91.

0634  22   MF     11:00a-12:30p LEC   4.00   MSA-102  Hanley,J
0636  15   TTH     09:00a-10:50a LEC   4.00   CL-111    Ramirez,S
0638  25   TTH     11:00a-12:50p LEC   4.00   MSA-102  Hanley,J
0640  30   MW     01:00p-02:50p LEC   4.00   CL-111    Ramirez,S
0642  40   MW     03:00p-04:50p LEC   4.00   MSA-102  Hanley,J
0644  55   MW     07:00p-08:50p LEC   4.00   CL-111    Ramirez,S
0646  65   TTH     07:00p-08:50p LEC   4.00   MSA-102  Hanley,J
0648  55   TTH     05:00p-06:50p LEC   4.00   MSA-102  Hanley,J
0650  20   MF     11:00a-12:30p LEC   4.00   MSA-102  Hanley,J
0652  93   MWF     09:00a-10:30a LEC   4.00   CL-109   Begley,D
0654  01   MW     07:00a-08:50a LEC   4.00   CL-111    Ramirez,S
0656  91   MW     09:00a-10:50a LEC   4.00   CL-111    Ramirez,S
0658  30   MW     01:00p-02:50p LEC   4.00   CL-111    Ramirez,S
0660  40   MW     03:00p-04:50p LEC   4.00   MSA-102  Hanley,J
0662  20   MF     11:00a-12:30p LEC   4.00   CHS-237  Leon,R
0664  05   TTH     07:00a-08:50a LEC   4.00   CL-111    Ramirez,S
0666  15   TTH     09:00a-10:50a LEC   4.00   CL-111    Ramirez,S
0668  25   TTH     11:00a-12:50p LEC   4.00   CHS-237  Seager,E
0670  35   TTH     01:00p-02:50p LEC   4.00   CHS-237  Gough,A
0672  45   TTH     03:00p-04:50p LEC   4.00   MSA-102  Hanley,J
0674  50   MW     01:00p-02:50p LEC   4.00   CL-111    Ramirez,S
0676  60   MW     07:00p-08:50p LEC   4.00   CL-111    Ramirez,S
0678  55   TTH     05:00p-06:50p LEC   4.00   MSA-102  Hanley,J
0680  65   TH     07:00p-08:50p LEC   4.00   MSA-102  Hanley,J

MATH 095  Intermediate Algebra  4.00 Units

Study of rational exponents and radicals; quadratic, absolute value, rational and radical equations; complex numbers; absolute value inequalities; operations with functions; introduction to exponential and logarithmic functions; graphs of the basic functions and their translations.

This course is also offered as MATH-095C.

Associate Degree Applicable

PREREQUISITE: MATH 090 or MATH 090C or eligibility for MATH 095 or MATH 095C as determined through the Crafton Hills College assessment process

0648  22   MTTHF   11:00a-12:30p LEC   4.00   MSA-101  Hanley,J
W     11:00a-11:50a LEC   4.00   MSA-101  Hanley,J

Note: Ref. No. 0648 - 9 week class: 01/14 - 03/15

0650  21   MTTHF   11:00a-12:40p LEC   4.00   MSA-102  Hanley,J
W     11:00a-11:50a LEC   4.00   MSA-102  Hanley,J

Note: Ref. No. 0650 - 8 week class: 03/25 - 05/17

0652  93   MWF     09:00a-10:30a LEC   4.00   CL-109   Begley,D
0654  01   MW     07:00a-08:50a LEC   4.00   CL-111    Ramirez,S
0656  91   MW     09:00a-10:50a LEC   4.00   CL-111    Ramirez,S
0658  30   MW     01:00p-02:50p LEC   4.00   CL-111    Ramirez,S
0660  40   MW     03:00p-04:50p LEC   4.00   MSA-101  Hanley,J
0662  20   MF     11:00a-12:30p LEC   4.00   CHS-237  Leon,R
W     11:00a-11:50a LEC   4.00   CHS-237  Leon,R
0664  05   TTH     07:00a-08:50a LEC   4.00   CL-111    Ramirez,S
0666  15   TTH     09:00a-10:50a LEC   4.00   CL-111    Ramirez,S
0668  25   TTH     11:00a-12:50p LEC   4.00   CHS-237  Seager,E
0670  35   TTH     01:00p-02:50p LEC   4.00   CHS-237  Gough,A
0672  45   TTH     03:00p-04:50p LEC   4.00   MSA-101  Hanley,J
0674  50   MW     05:00p-06:50p LEC   4.00   CHS-237  Wagner,A
0676  60   MW     07:00p-08:50p LEC   4.00   CHS-237  Wagner,A
0678  55   TTH     05:00p-06:50p LEC   4.00   BC-105   Ramirez,R
0680  65   TH     07:00p-08:50p LEC   4.00   MSA-102  Burke,J

If purchasing a used book for any MATH class, new software may need to be purchased at an additional expense; ask your instructor for additional details.
Levels and Order of Mathematics Classes

The ability to think and reason using mathematical concepts is an essential skill. There are several starting points for you to enter at the right level. Starting at the right class will let you move successfully from class to class and to get to the point you need in the shortest amount of time. Start with the assessment test in the Counseling Center. Based on your eligibility determined on the assessment, choose the statement that best describes you, meet with a counselor to discuss the path and to be sure all prerequisites are cleared and follow that path. A counselor can also show you a sheet with the skills needed for each class and help you interpret the assessment scores. They also have a more detailed sheet explaining the differences between MATH 102, 108 and 115.

I want to start at the beginning. I especially need to work on fractions. Take MATH 943

MATH 943 In depth study of whole numbers, fractions and decimals.

I am OK with arithmetic, including fractions. Some review would help. I am not ready for algebra. What are signed numbers anyway? Take MATH 952 or MATH 953 (Assessment score eligibility needed)

MATH 952 Operations with signed numbers, percents and geometry.

I’m pretty good at fractions, signed numbers, equations but I need to know algebra from the beginning. Take MATH 090 or MATH 090 A,B and C (Assessment score eligibility needed)

MATH 090 Elementary Algebra

I’m OK with some algebra but I need to get my AA requirement and prepare for transfer courses. Take MATH 095 or MATH 095 A,B and C (Assessment score eligibility needed)

MATH 095 Intermediate Algebra

After taking 095 or 095C, I can choose from the following transferable courses listed below, depending upon my degree goals.

MATH 102 My algebra skills are strong and I will need more math classes. (Assessment score eligibility needed)

MATH 103 I will need trigonometry for other coursework and I did well in Intermediate Algebra. (Assessment score eligibility needed)

MATH 108 My math skills are strong and I will need statistics for transfer. (Assessment score eligibility needed)

MATH 115 My math skills are fairly strong and I need math units to transfer, or I am a Liberal Arts major. (Assessment score eligibility needed)

Precalculus and Calculus Courses
See a counselor, math instructor, college catalog or course schedule.

Visit the Learning Center, 1st Floor of the Library (LRC) • Free tutoring for all Math classes
<table>
<thead>
<tr>
<th>MATH 102</th>
<th>College Algebra</th>
<th>4.00 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study of logarithms, sequences, series, the Binomial Theorem, graphing conic sections, inverse functions, operations with radicals, systems of quadratic equations, and solving systems of three or more linear equations in three or more variables by matrices, and determinants; introduction to graphing rational functions, and the theory of equations.</td>
<td></td>
<td></td>
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<tr>
<td>Associate Degree Applicable</td>
<td></td>
<td></td>
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<tr>
<td>Course credit transfers to CSU.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Limited transfer to UC; contact a counselor for details.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PREREQUISITE: MATH 095 or MATH 095C or eligibility for MATH 102 as determined through the Crafton Hills College assessment process</td>
<td></td>
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<tr>
<td>0684 10 MW 09:00a-10:50a LEC 4.00 SCC-202 Rippy,S</td>
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<td>0686 30 MW 01:00p-02:50p LEC 4.00 MSA-101 Rippy,S</td>
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<tr>
<td>0688 05 TTH 07:00a-08:50a LEC 4.00 CHS-237 Greene,R</td>
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<td>0690 25 TTH 11:00a-12:50p LEC 4.00 CL-111 Ramirez,S</td>
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<tr>
<td>0692 45 TTH 03:00p-04:50p LEC 4.00 LADM-217 Crise,R</td>
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<td>0694 50 MW 05:00p-06:50p LEC 4.00 CL-111 Gibson,K</td>
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<td>0696 65 TH 07:00p-08:50p LEC 4.00 MSA-101 Staff</td>
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<td>0698 60 MW 07:00p-08:50p LEC 4.00 MSA-101 Staff</td>
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<table>
<thead>
<tr>
<th>MATH 103</th>
<th>Plane Trigonometry</th>
<th>4.00 Units</th>
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</thead>
<tbody>
<tr>
<td>Study of the circular functions, DeMoivre’s Theorem and applications. Emphasis is placed on mastering trigonometric identities and the solution of trigonometric equations. If purchasing a used book, new software may need to be purchased at an additional expense.</td>
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<tr>
<td>Associate Degree Applicable</td>
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<tr>
<td>Course credit transfers to CSU.</td>
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<tr>
<td>Limited transfer to UC; contact a counselor for details.</td>
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<tr>
<td>PREREQUISITE: MATH 095 or MATH 095C or eligibility for MATH 103 as determined through the Crafton Hills College assessment process</td>
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<tr>
<td>0700 15 TTH 09:00a-10:50a LEC 4.00 MSA-101 Rippy,S</td>
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<td>0702 35 TTH 01:00p-02:50p LEC 4.00 MSA-101 Rippy,S</td>
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<tr>
<td>0704 50 MW 05:00p-06:50p LEC 4.00 MSA-101 McCoy,D</td>
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<thead>
<tr>
<th>MATH 108</th>
<th>Statistics</th>
<th>4.00 Units</th>
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<tr>
<td>Introduction to probability, descriptive and inferential statistics, with application to the natural sciences, business, economics, and behavioral sciences.</td>
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<td>This course is also offered as PSYCH-108.</td>
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<tr>
<td>Associate Degree Applicable</td>
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<td>Course credit transfers to both CSU and UC.</td>
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<td>PREREQUISITE: MATH 095 or MATH 095C or eligibility for MATH 108 as determined through the Crafton Hills College assessment process</td>
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<td>DEPARTMENTAL RECOMMENDATION: MATH 117</td>
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<tr>
<td>0708 25 TTH 11:00a-12:50p LEC 4.00 CL-218 Pfahler,D</td>
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<tr>
<td>0710 65 TTH 07:00p-08:50p LEC 4.00 CL-111 Stone,H</td>
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</tbody>
</table>

If purchasing a used book for any MATH class, new software may need to be purchased at an additional expense; ask your instructor for additional details.
### Schedule of Classes

#### Spring 2013

<table>
<thead>
<tr>
<th>Ref</th>
<th>Sec</th>
<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>MATH 265</td>
<td>Linear Algebra</td>
<td>3.00 Units</td>
<td>An introduction that compliments advanced courses in calculus. Topics include systems of linear equations, matrix operations, determinants, vectors and vector spaces.</td>
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<tr>
<td>MICRO 247X4</td>
<td>Special Problems in Microbiology</td>
<td>2.00 Units</td>
<td>Independent projects for selected students with a special interest in microbiology, involving library research and/or laboratory projects.</td>
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<tr>
<td>MICRO 248X4</td>
<td>Special Problems in Microbiology</td>
<td>3.00 Units</td>
<td>Independent projects for selected students with a special interest in microbiology, involving library research and/or laboratory projects.</td>
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<tr>
<td>MICRO 102</td>
<td>Introductory Microbiology</td>
<td>4.00 Units</td>
<td>Introduction to microbiology, emphasizing the general characteristics of microorganisms, principles of microbial growth, identification, control and the relationships between human beings and microbes.</td>
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<tr>
<td>MICRO 150</td>
<td>Medical Microbiology</td>
<td>5.00 Units</td>
<td>Study of microbiology, emphasizing the biology of microorganisms including bacteria, fungi, protozoans, helminths, and viruses. Introduces fundamental principles of medical microbiology including microbial cultivation, metabolism, genetics, growth, and control. Principles of epidemiology, disease transmission and a survey of communicable diseases are also included.</td>
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<tr>
<td>MCS 110</td>
<td>The American Deaf Experience: Introduction to Deaf Studies</td>
<td>3.00 Units</td>
<td>Introduction to American Deaf Culture and the Deaf community as a linguistic and cultural minority in the United States.</td>
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<tr>
<td>MUSIC 100</td>
<td>Fundamental Skills in Music</td>
<td>3.00 Units</td>
<td>An introduction to the elements of music notation.</td>
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<tr>
<td>MUSIC 102</td>
<td>Music Theory II</td>
<td>4.00 Units</td>
<td>Advanced study of harmony, sight singing, dictation, rhythm, scales, intervals, and key signatures from the Common Practice Era. Open to both music majors and non-majors.</td>
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**If purchasing a used book for any MATH class, new software may need to be purchased at an additional expense; ask your instructor for additional details.**
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<tr>
<th>Ref</th>
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<td>LEC 3.00</td>
<td>PAC-308</td>
<td>Staff</td>
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</tbody>
</table>

**MUSIC 103**  
Appreciation of American Popular Music  
3.00 Units  
History of American popular music with an emphasis on the music of the current and past century.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.

**MUSIC 120**  
Appreciation of Musical Literature  
3.00 Units  
Introduction to Western musical literature, designed to develop an understanding of music within context.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.

**MUSIC 132X4**  
Guitar  
2.00 Units  
Progressive study of the basic techniques of playing guitar.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 132X4 may be taken 4 times  
DEPARTMENTAL RECOMMENDATION: Successful completion of MUSIC 100

**MUSIC 134**  
Jazz History  
3.00 Units  
Historical survey of Jazz music and musicians.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.

**MUSIC 135X4**  
Piano  
2.00 Units  
Progressive class instruction in piano, including scale techniques, sight-reading, ensemble playing, basic literature, keyboard techniques, and musicianship skills.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 135X4 may be taken 4 times

**MUSIC 141X4**  
Applied Music  
2.00 Units  
Applied private music lessons.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 141X4 may be taken 4 times  
DEPARTMENTAL RECOMMENDATION: Successful completion of MUSIC 100

**MUSIC 150X4**  
Concert Choir I  
2.00 Units  
Study and performance of choral literature and performance techniques.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 150X4 may be taken 4 times

**MUSIC 152X4**  
Concert Choir II  
2.00 Units  
Advanced study and performance of choral literature and performance techniques.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 152X4 may be taken 4 times  
PREREQUISITE: Successful completion of four semesters of MUSIC 150X4

**MUSIC 154X4**  
College Singers I  
2.00 Units  
Study and performance of choral literature and advanced technique. Performance required.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 154X4 may be taken 4 times  
PREREQUISITE: Audition with instructor

**MUSIC 156X4**  
College Singers II  
2.00 Units  
Advanced study and performance of choral literature and advanced technique. Performance required.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 156X4 may be taken 4 times  
PREREQUISITE: Successful completion of four semesters of MUSIC 154X4  
DEPARTMENTAL RECOMMENDATION: MUSIC 150X4 or equivalent

**MUSIC 174X4**  
Jazz Band I  
2.00 Units  
Study and performance of Jazz literature.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 174X4 may be taken 4 times  
PREREQUISITE: Demonstrate performance proficiency on instrument/voice through audition

**MUSIC 184X4**  
Jazz Band II  
2.00 Units  
Study and performance of Jazz literature.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 184X4 may be taken 4 times  
PREREQUISITE: Demonstrate performance proficiency on instrument/voice through audition
### Schedule of Classes

**MUSIC 175X4 Jazz Band II**  
2.00 Units  
Advanced study and performance of Jazz.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 175X4 may be taken 4 times  
**PREREQUISITE:** Successful completion of four semesters of MUSIC 174X4

<table>
<thead>
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<td></td>
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<td>1 HRS/WK</td>
<td>LAB</td>
<td>PAC-309</td>
<td>McNaughton,B</td>
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</table>

**MUSIC 176X4 Jazz Combo I**  
2.00 Units  
Advanced study and performance of combo Jazz.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 176X4 may be taken 4 times  
**PREREQUISITE:** Demonstrate performance proficiency through audition

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<tr>
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<td>1 HRS/WK</td>
<td>LAB</td>
<td>PAC-309</td>
<td>McNaughton,B</td>
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**MUSIC 177X4 Jazz Combo II**  
2.00 Units  
Advanced study and performance of combo jazz.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
Note: MUSIC 177X4 may be taken 4 times  
**PREREQUISITE:** Successful completion of four semesters of MUSIC 176X4

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<th>Ref</th>
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<td>PAC-309</td>
<td>McNaughton,B</td>
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<td>ARR</td>
<td>1 HRS/WK</td>
<td>LAB</td>
<td>PAC-309</td>
<td>McNaughton,B</td>
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</table>

**MUSIC 195X4 Music Technology and Recording**  
4.00 Units  
Practical study of electronic music and electronic recording methods. Students must provide their own laptop.  
Associate Degree Applicable  
Course credit transfers to CSU.  
Note: MUSIC 195X4 may be taken 4 times

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<td>LAB</td>
<td>PAC-308</td>
<td>Staff</td>
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### PHILOSOPHY

**PHILO 101 Introduction to Philosophy**  
3.00 Units  
Introduction to the major problems of philosophy, utilizing classical and modern philosophical literature as a basis for discussion of epistemology, metaphysics, ethics and aesthetics.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
**DEPARTMENTAL RECOMMENDATIONS:** ENGL 015, Reading: Pass a standardized test of reading comprehension at or above the 12th grade level

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<td>LADM-304</td>
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**PHILO 103 Introduction to Logic: Argument and Evidence**  
3.00 Units  
Introduction to the techniques of critical thought including language analysis, inductive and deductive logic, symbolic logic and the development of the scientific method.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
**DEPARTMENTAL RECOMMENDATIONS:** Successful completion of ENGL 101 or ENGL 101H

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<th>Ref</th>
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**PHILO 105 Introduction to Ethics: Moral Values in Today’s Society**  
3.00 Units  
Study of the history and application of moral philosophy that analyzes prominent ethical traditions and applies them to contemporary moral issues.  
Associate Degree Applicable  
Course credit transfers to both CSU and UC.  
**DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process; Reading: Pass a standardized test of reading comprehension at or above the 12th grade level

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<tr>
<td>0800</td>
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<td>LEC</td>
<td>3.00</td>
<td>LADM-304</td>
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### OCEANOGRAPHY

**OCEAN 101 Elements of Oceanography**  
3.00 Units  
Study of the Earth’s oceans, including the chemistry, physics and geology. This class has a required field trip.  
Associate Degree Applicable  
Course credit transfers to CSU.  
Limited transfer to UC; contact a counselor for details.

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**PHIL 105H  Introduction to Ethics: Moral Values in Today's Society-Honors  3.00 Units**

Study of the history and application of moral philosophy that analyzes prominent ethical traditions and applies them to contemporary moral issues. This course includes content and experiences appropriate for students wishing to earn honors credit.

Associate Degree Applicable
Course credit transfers to both CSU and UC.
PREREQUISITE: Acceptance into the College Honors Institute
DEPARTMENTAL RECOMMENDATIONS: Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process; Reading: Pass a standardized test of reading comprehension at or above the 12th grade level

0802 35  TTH  01:00p-02:20p  LEC  3.00  LADM-304  Linfield,L

**PHYSICAL ED - INDIVIDUAL/GROUP**

**PE/I 070X4  Fitness Evaluation  0.25 Unit**

Fitness assessment which covers cardiorespiratory fitness, muscular strength, muscular endurance, flexibility, body composition, blood pressure, health history and dietary intake. After testing, recommendations for an exercise program and dietary guidance are given based on personal needs.

Graded on Pass/No Pass basis only.

Associate Degree Applicable
Note: PE/I 070X4 may be taken 4 times

0804 95  ARR  .75 HRS/WK  LAB  0.25  G-003  Maloney-Hinds,C

**PE/I 105X4  Aerobics  1.00 Unit**

Aerobics training for beginning through advanced students. Activities to improve flexibility and strength with an emphasis on cardiorespiratory conditioning.

Associate Degree Applicable
Course credit limited transfer CSU & UC.
Contact a counselor for details.
Note: PE/I 105X4 may be taken 4 times

0806 10  MWF  09:00a-09:50a LAB  1.00  G-101W  Poffek,C
Cardio including: Kickboxing, Step and Strength Training

0808 50  MW  05:00p-06:20p LAB  1.00  G-101W  Hunt,B
Cardio including: Kickboxing, Step, and Strength Training

**PE/I 106X4  Total Body Fitness  1.00 Unit**

Designed for individuals interested in improving cardiovascular fitness, flexibility, balance muscular endurance and muscular strength. The class will incorporate various cardiovascular, stretching and strength training regimens to promote optimal conditioning.

Associate Degree Applicable
Course credit limited transfer CSU & UC.
Contact a counselor for details.

Note: PE/I 106X4 may be taken 4 times

0810 20  MWF  11:00a-11:50a LAB  1.00  G-101E  Poffek,C
Note: Some class instruction will take place at the Aquatics Center during which students will have the opportunity to utilize pool facilities.

0812 15  TTH  09:30a-10:50a LAB  1.00  G-101E  Ledoux,J
Note: Some class instruction will take place at the Aquatics Center during which students will have the opportunity to utilize pool facilities.

0814 50  MW  05:00p-06:50p LAB  1.00  G-101W  Hayes,C
Note: Ref. No. 0814 - 13 week class: 02/04 - 05/08
Note: Some class instruction will take place at the Aquatics Center during which students will have the opportunity to utilize pool facilities.

**PE/I 108X4  Weight Training  1.00 Unit**

Weight training for beginners with little or no weight training knowledge and skills and advanced students who desire more sophisticated routines.

Associate Degree Applicable
Course credit limited transfer CSU & UC.
Contact a counselor for details.
Note: PE/I 108X4 may be taken 4 times

0816 10  MWF  09:00a-09:50a LAB  1.00  G-101E  Ledoux,J

0818 11  MWF  10:00a-10:50a LAB  1.00  G-101E  Ledoux,J

0820 25  TTH  11:00a-12:20p LAB  1.00  G-101E  Ledoux,J

**PE/I 120X4  Golf  1.00 Unit**

This course develops playing and competitive skills for the lifetime benefits of participation in the sport of golf.

Associate Degree Applicable
Course credit limited transfer CSU & UC.
Contact a counselor for details.

Note: PE/I 120X4 may be taken 4 times

0822 30  MWF  01:00p-02:50p LAB  1.00  G-101W  Rabago,R
Note: Ref. No. 0822 - 13 week class: 02/04 - 05/08
NOTE: Some class instruction will take place-off campus at Yucaipa Valley Golf Club. Students must provide their own transportation.

0824 35  TTH  01:00p-02:50p LAB  1.00  G-101E  Rabago,R
Note: Ref. No. 0824 - 13 week class: 02/05 - 05/09
NOTE: Some class instruction will take place-off campus at Yucaipa Valley Golf Club. Students must provide their own transportation.

0826 60  F  01:00p-03:50p LAB  1.00  G-101W  Rabago,R
Note: Some class instruction will take place-off campus at Yucaipa Valley Golf Club. Students must provide their own transportation.
<table>
<thead>
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**PE/I 127X4  Walking for Fitness  1.00 Unit**
Walking for fitness suitable for individuals of all ages and fitness levels. Incorporation of various walking routes designed to promote walking endurance and walking speed. Also promotes improvement in cardiovascular health and general well-being.

*Associate Degree Applicable*

Course credit limited transfer CSU & UC.

Contact a counselor for details.

*Note: PE/I 127X4 may be taken 4 times*

**PE/I 143X4  Funk/Hip Hop Dance  1.00 Unit**
This course is designed for beginning students, with little or no experience in funk/hip hop dance, and for advanced students who wish to clarify technical problems and deficiencies. Students will develop skills that will enable them to perform dance steps in video dancing using techniques such as brake, pop style and up-tempo.

*Associate Degree Applicable*

Course credit limited transfer CSU & UC.

Contact a counselor for details.

*Note: PE/I 143X4 may be taken 4 times*

**PE/I 148X4  Tennis  1.00 Unit**
This course develops playing and competitive skills for the lifetime benefits of participation in the sport of tennis. Included in instruction will be skills, techniques, strategies, rules and etiquette.

*Associate Degree Applicable*

Course credit limited transfer CSU & UC.

Contact a counselor for details.

*Note: PE/I 148X4 may be taken 4 times*

**PE/I 155X4  Conditioning with the Pilates Method  1.00 Unit**
The Pilates method of exercise is a combination of yoga and strength training. The training regime focuses on improving strength and flexibility with minimal stress to the body. It is an excellent form of exercise for any student, including students with physical limitations.

*Associate Degree Applicable*

Course credit limited transfer CSU & UC.

Contact a counselor for details.

*Note: PE/I 155X4 may be taken 4 times*

**PE/I 159X4  Karate  1.00 Unit**
Practice in the fundamental skills of unarmed self-defense.

*Associate Degree Applicable*

Course credit limited transfer CSU & UC.

Contact a counselor for details.

*Note: PE/I 159X4 may be taken 4 times*

**PE/I 168X4  Yoga  1.00 Unit**
Yoga training suitable for individuals of all ages and fitness levels. Basic principles of yoga with an emphasis on the practice and mastery of yoga postures.

*Associate Degree Applicable*

Course credit limited transfer CSU & UC.

Contact a counselor for details.

*Note: PE/I 168X4 may be taken 4 times*

**PE/I 200HX3  Selected Topics in Physical Education  1.00 Unit**
Courses in sports, dance or conditioning that reflect current trends. This course may be taken three times.

*Associate Degree Applicable*

**Notes:**
- Students with previous competitive tennis experience may elect to enroll in PE/I 200HX3, Competitive Tennis.
- Students with previous competitive tennis experience may elect to enroll in PE/I 200HX3, Competitive Tennis.
**PHYSICAL ED - TEAM**

**PE/T 130X4  Team Sports (Co-Ed)  1.00 Unit**
This course develops playing skills for the lifetime benefit of participation in a variety of team sports. Includes instruction on the rules, basic skills, techniques, and strategies.

- **Associate Degree Applicable**
- **Course credit limited transfer CU & UC.**
- **Contact a counselor for details.**

**Note:** PE/T 130X4 may be taken 4 times

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**Note: Ref No. 0852 - 13 week class: 02/05 - 05/09**

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**PHYSICS**

**PHYSIC 100  Introduction to Physics  4.00 Units**
Introduction to the ideas, concepts, and theories of physics including mechanics, waves, heat, electromagnetism, and atomic and nuclear structure. This course does not require students to have extensive knowledge of mathematics.

- **Associate Degree Applicable**
- **Course credit limited transfer to CSU.**
- **DEPARTMENTAL RECOMMENDATION: Eligibility for MATH 090**

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**PHYSIC 111  General Physics II  4.00 Units**
A continuation of PHYSIC 110. Introduction to optics, electricity, magnetism, and atomic and nuclear physics.

- **Associate Degree Applicable**
- **Course credit transfers to CU.**
- **Contact a counselor for details.**

**PREREQUISITE:** PHYSIC 110

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**POLITICAL SCIENCE**

**POLIT 100  American Politics  3.00 Units**
Introductory course in the fundamentals of American government and politics.

- **Associate Degree Applicable**
- **Course credit transfers to both CSU and UC.**

**DEPARTMENTAL RECOMMENDATION: Successful completion of ENGL 101 or ENGL 101H**

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**BOLD print on time pattern denotes evening classes**
### PSYCHOLOGY

#### PSYCH 100 General Psychology 3.00 Units
Survey of the nature and scope of psychology including the topics of neurophysiology, sensation, perception, learning, memory, cognition, intelligence, language, emotion, motivation, personality, psychopathology, treatment and social psychology.

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process. Reading: Pass a standardized test of reading comprehension at or above the 12th grade level

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#### PSYCH 100H General Psychology - Honors 3.00 Units
Survey of the nature and scope of psychology including the topics of neurophysiology, sensation, perception, learning, memory, cognition, intelligence, language, emotion, motivation, personality, psychopathology, treatment and social psychology.

This course includes content and experiences appropriate for students wishing to earn honors credit.

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process. MATH 090 or MATH 090C; Reading: Pass a standardized test of reading comprehension at or above the 12th grade level

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#### PSYCH 101 Research Methods 3.00 Units
Designed primarily for psychology and other behavioral science majors, this course focuses on quantitative research methods: surveys and experiments. (Formerly Experimental Psychology).

**DEPARTMENTAL RECOMMENDATION:** Successful completion of ENGL 101 or ENGL 101H

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#### PSYCH 103 Theories of Personality 3.00 Units
Survey of personality theories including psychoanalytic, behavioral, humanistic and cognitive.

**DEPARTMENTAL RECOMMENDATION:** PSYCH 100 or PSYC 100H

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#### PSYCH 108 Statistics 4.00 Units
Introduction to probability, descriptive and inferential statistics, with application to the natural sciences, business, economics, and behavioral sciences.

This course is also offered as MATH-108.

**DEPARTMENTAL RECOMMENDATION:** PSYCH 117

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### Schedule of Classes

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**PSYCH 111 Developmental Psychology: Lifespan**

Lifespan development from conception through aging.

*Associate Degree Applicable*

PREREQUISITE: PSYCH 100 or PSYCH 100H

**PSYCH 150 Gerontology**

Examination of aging and the life course.

This course is also offered as SOC-150.

*Associate Degree Applicable*

PREREQUISITE: Successful completion of SOC 100 or SOC 100H. Eligibility for ENGL 101. Eligibility for MATH 090.

**RADIOLOGIC TECHNOLOGY**

**RADIOL 108 Radiation Protection I**

Study of the basic principles and application of radiation protection, physics, and radiation monitoring devices.

*Associate Degree Applicable*

PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115

COREQUISITES: RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 116, RADIOL 117

0930 | 15 | TH  | 09:00a-10:20a | LEC | 1.50 CLTN-ARMC | Hunter,M |

Note: Ref. No. 0930 will be held at Arrowhead Regional Med. Ctr. in Colton.

**RADIOL 109 Radiologic Physics II**

Study of the production of X-rays, multiple energy transformation required for radiation production, the mechanics of interaction with matter, X-ray tubes, rectifiers, X-ray circuits, and the history of X-ray tubes.

*Associate Degree Applicable*

PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115

COREQUISITES: RADIOL 108, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 116, RADIOL 117

0932 | 45 | TH  | 03:00p-04:20p | LEC | 1.50 CLTN-ARMC | Hunter,M |

Note: Ref. No. 0932 will be held at Arrowhead Regional Med. Ctr. in Colton.

**RADIOL 111 Radiographic Film Critique I**

Introduction to analyzing radiographic examinations with emphasis on improving film quality and using proper labels.

*Associate Degree Applicable*

PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115

COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 116, RADIOL 117

0934 | 35 | T  | 01:30p-02:20p | LEC | 1.00 CLTN-ARMC | Hunter,M |

Note: Ref. No. 0934 will be held at Arrowhead Regional Med. Ctr. in Colton.

**RADIOL 112 Radiographic Positioning II**

Study and demonstration of various anatomical positions necessary to demonstrate specific anatomical parts for diagnostic evaluation. Emphasis on the thorax, pelvic structures and vertebral column.

*Associate Degree Applicable*

PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115

COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 116, RADIOL 117

0936 | 25 | T  | 11:00a-11:50a | LEC | 1.00 CLTN-ARMC | Hunter,M |

Note: Ref. No. 0936 will be held at Arrowhead Regional Med. Ctr. in Colton.

**RADIOL 113 Radiographic Anatomy/Physiology II**

Study of the basic human anatomy and physiology pertinent to radiology. A continuation of RADIOL 105.

*Associate Degree Applicable*

PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115

COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 116, RADIOL 117

0938 | 15 | T  | 10:00a-10:55a | LEC | 1.00 CLTN-ARMC | Hunter,M |

Note: Ref. No. 0938 will be held at Arrowhead Regional Med. Ctr. in Colton.

**RADIOL 114 Radiographic Positioning Lab II**

Practice of positioning anatomical parts for specific radiographic examinations. A continuation of RADIOL 106.

*Associate Degree Applicable*

PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115

COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 116, RADIOL 117

0940 | 80 | F  | 01:00p-01:50p | LAB | 0.25 CLTN-ARMC | Hunter,M |

Note: Ref. No. 0940 will be held at Arrowhead Regional Med. Ctr. in Colton.
<table>
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<th>Time</th>
<th>Type/Units</th>
<th>Room</th>
<th>Instructor</th>
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</table>
| RADIOL 116  Radiographic Exposure II  1.00 Unit  
Study of the principles of radiographic exposure methods and procedures pertaining to radiographic technology. A continuation of RADIOL 110. (Formerly RADIOL 201.) 
Associate Degree Applicable  
PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115  
COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 117  
0942 05 TH 08:00a-08:50a LEC 1.00 CLTN-ARMC Hunter,M  
Note: Ref. No. 0942 will be held at Arrowhead Regional Med. Ctr. in Colton. |

| RADIOL 117  Radiographic Clinic II  15.00 Units  
Practice and development of basic radiographic skills within a hospital environment.  
Associate Degree Applicable  
PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115  
COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 117  
0944 95 ARR 33.42 HRS/WK CLINC 15.00 CLTN-ARMC  
Note: Ref. No. 0944 - 29 week class: 01/07 - 08/02  
Note: Ref. No. 0944 will be held at Arrowhead Regional Med. Ctr. in Colton. |

| RADIOL 207  Radiographic Fluoroscopic Imaging  1.50 Units  
Study of the history and principles of radiology including nuclear medicine, clinical ultra-sonography, tomography, radiation therapy, computer tomography, and other imaging modalities.  
Associate Degree Applicable  
PREREQUISITES: RADIOL 200, RADIOL 202, RADIOL 203, RADIOL 204, RADIOL 205, RADIOL 213  
COREQUISITES: RADIOL 208, RADIOL 209, RADIOL 210, RADIOL 211, RADIOL 212, RADIOL 214  
0946 35 TH 01:30p-02:50p LEC 1.50 CLTN-ARMC Hunter,M  
Note: Ref. No. 0946 will be held at Arrowhead Regional Med. Ctr. in Colton. |

| RADIOL 208  Radiography Registry Review and Testing  2.00 Units  
Review and testing of all radiologic technology coursework in preparation for board examination.  
Associate Degree Applicable  
PREREQUISITES: RADIOL 200, RADIOL 202, RADIOL 203, RADIOL 204, RADIOL 205, RADIOL 213  
COREQUISITES: RADIOL 207, RADIOL 209, RADIOL 210, RADIOL 211, RADIOL 212, RADIOL 214  
0948 35 T 02:30p-04:20p LEC 2.00 CLTN-ARMC Hunter,M  
Note: Ref. No. 0948 will be held at Arrowhead Regional Med. Ctr. in Colton. |

| RADIOL 116  Radiographic Exposure II  1.00 Unit  
Study of the principles of radiographic exposure methods and procedures pertaining to radiographic technology. A continuation of RADIOL 110. (Formerly RADIOL 201.)  
Associate Degree Applicable  
PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115  
COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 117  
0942 05 TH 08:00a-08:50a LEC 1.00 CLTN-ARMC Hunter,M  
Note: Ref. No. 0942 will be held at Arrowhead Regional Med. Ctr. in Colton. |

| RADIOL 117  Radiographic Clinic II  15.00 Units  
Practice and development of basic radiographic skills within a hospital environment.  
Associate Degree Applicable  
PREREQUISITES: RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 110, RADIOL 115  
COREQUISITES: RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 117  
0944 95 ARR 33.42 HRS/WK CLINC 15.00 CLTN-ARMC  
Note: Ref. No. 0944 - 29 week class: 01/07 - 08/02  
Note: Ref. No. 0944 will be held at Arrowhead Regional Med. Ctr. in Colton. |

| RADIOL 207  Radiographic Fluoroscopic Imaging  1.50 Units  
Study of the history and principles of radiology including nuclear medicine, clinical ultra-sonography, tomography, radiation therapy, computer tomography, and other imaging modalities.  
Associate Degree Applicable  
PREREQUISITES: RADIOL 200, RADIOL 202, RADIOL 203, RADIOL 204, RADIOL 205, RADIOL 213  
COREQUISITES: RADIOL 208, RADIOL 209, RADIOL 210, RADIOL 211, RADIOL 212, RADIOL 214  
0946 35 TH 01:30p-02:50p LEC 1.50 CLTN-ARMC Hunter,M  
Note: Ref. No. 0946 will be held at Arrowhead Regional Med. Ctr. in Colton. |

| RADIOL 208  Radiography Registry Review and Testing  2.00 Units  
Review and testing of all radiologic technology coursework in preparation for board examination.  
Associate Degree Applicable  
PREREQUISITES: RADIOL 200, RADIOL 202, RADIOL 203, RADIOL 204, RADIOL 205, RADIOL 213  
COREQUISITES: RADIOL 207, RADIOL 209, RADIOL 210, RADIOL 211, RADIOL 212, RADIOL 214  
0948 35 T 02:30p-04:20p LEC 2.00 CLTN-ARMC Hunter,M  
Note: Ref. No. 0948 will be held at Arrowhead Regional Med. Ctr. in Colton. |
**READING AND STUDY SKILLS**

### READ 925X2 Introduction to Reading 3.00 Units

The first in a sequence of courses that introduce students to skills of vocabulary development, reading comprehension, phonemic awareness and usage.

**Not Applicable to the Associate Degree**

**DEPARTMENTAL RECOMMENDATION:** Placement in READ 925X2 as determined through the Crafton Hills College assessment process

<table>
<thead>
<tr>
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### READ 956X2 Intermediate Reading 3.00 Units

Second in a sequence of courses that introduce students to skills of vocabulary development, reading comprehension, phonemic awareness and usage.

**Not Applicable to the Associate Degree**

**PREREQUISITE:** READ 925X2 or eligibility for READ 956X2 as determined through the Crafton Hills College assessment process

<table>
<thead>
<tr>
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### READ 078X2 Advanced Reading 3.00 Units

Third in a sequence of courses that introduce students to skills of vocabulary development and reading comprehension.

**Associate Degree Applicable**

**PREREQUISITE:** READ 956X2 or eligibility for READ 078X2 as determined through the Crafton Hills College assessment process

<table>
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<tr>
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**RELIGIOUS STUDIES**

### RELIG 101 Introduction to World Religions 3.00 Units

Survey of the major world religions with particular attention to Hindu, Daoist, Confucian, Judaic, Christian, Buddhist, and Islamic traditions.

**Associate Degree Applicable**

**Course credit transfers to both CSU and UC.**

**PREREQUISITE:** ENGL 015 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

<table>
<thead>
<tr>
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### RELIG 101H Introduction to World Religions-Honors 3.00 Units

Survey of the major world religions with particular attention to Hindu, Daoist, Confucian, Judaic, Christian, Buddhist, and Islamic traditions. This course includes content and experiences appropriate for students wishing to earn honors credit.

**Associate Degree Applicable**

**Course credit transfers to both CSU and UC.**

**PREREQUISITE:** Acceptance into the College Honors Institute

<table>
<thead>
<tr>
<th>Ref</th>
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<td>LADM-121</td>
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### RELIG 135 Religion in America 3.00 Units

Study of religion in America from colonial times to present.

**This course is also offered as HIST-135.**

**Associate Degree Applicable**

**Course credit transfers to both CSU and UC.**

**DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101

**PREREQUISITE:** ENGL 101-92.

### RELIG 135H Religion in America-Honors 3.00 Units

Study of religion in America from colonial times to present. Participation in this online class requires that students have access to a computer that is connected to the Internet and has a CD-ROM drive and speakers or headphones.

<table>
<thead>
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<tr>
<td>0986</td>
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<td>3 HRS/WK</td>
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</table>

**SCHEDULE OF CLASSES**

- **RADIOL 214 Radiographic Clinic IV 13.75 Units**
  - Advanced clinical experience. Emphasis on perfecting learned skills and techniques of radiography.
  - **Associate Degree Applicable**
  - **PREREQUISITES:** RADIOL 200, RADIOL 202, RADIOL 203, RADIOL 204, RADIOL 205, RADIOL 213
  - **COREQUISITES:** RADIOL 207, RADIOL 208, RADIOL 209, RADIOL 210, RADIOL 211, RADIOL 212

- **READ 100 College Academic Reading 3.00 Units**
  - Improved analytical reading and critical thinking required for reading college textbooks as well as works of literature.
  - **Associate Degree Applicable**
  - **Course credit transfers to CSU.**
  - **PREREQUISITE:** READ 078X2 or eligibility for READ 100 as determined through the Crafton Hills College assessment process
  - **Note:** Ref. No. 0980 - 13 week class: 01/07 - 05/16

- **RELIG 101 Introduction to World Religions 3.00 Units**
  - Survey of the major world religions with particular attention to Hindu, Daoist, Confucian, Judaic, Christian, Buddhist, and Islamic traditions.
  - **Formerly RELIG-101H**
  - **Associate Degree Applicable**
  - **Course credit transfers to both CSU and UC.**
  - **PREREQUISITE:** ENGL 015 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

- **RELIG 101H Introduction to World Religions-Honors 3.00 Units**
  - Survey of the major world religions with particular attention to Hindu, Daoist, Confucian, Judaic, Christian, Buddhist, and Islamic traditions. This course includes content and experiences appropriate for students wishing to earn honors credit.
  - **Associate Degree Applicable**
  - **Course credit transfers to both CSU and UC.**
  - **PREREQUISITE:** Acceptance into the College Honors Institute

- **RELIG 135 Religion in America 3.00 Units**
  - Study of religion in America from colonial times to present.
  - **This course is also offered as HIST-135.**
  - **Associate Degree Applicable**
  - **Course credit transfers to both CSU and UC.**
  - **DEPARTMENTAL RECOMMENDATIONS:** Eligibility for ENGL 101
  - **Note:** Ref. No. 0986 - 13 week class: 02/12 - 05/16
RESP 050  Introduction to Respiratory Care  2.00 Units
Introduction and orientation to the field of respiratory care.
Associate Degree Applicable

Note: Ref. No. 0988 & 0990 - 8 week class: 01/15 - 03/07

RESP 109BX2  Clinical Refresher: Clinical Application II  2.50 Units
Continued clinical application of diagnostic techniques, equipment, medications, and procedures based on the national Clinical Practice Guidelines as well as local standards of practice.
Graded on Pass/No Pass basis only.
Associate Degree Applicable
PREREQUISITE: RESP 137

0992 95  ARR  1.12 HRS/WK  LEC  2.50 OFFC-CLNC Bell,R
ARR  7.87 HRS/WK  CLINC  OFFC-CLNC Bell,R
Note: Ref. No. 0992 will be held at Area Hospitals in Off-Campus Hospital.

RESP 134  Introduction to Pharmacology and Drug Therapy  4.25 Units
Study of the administration of medicine and drug therapy with an emphasis on cardio-respiratory drugs.
Associate Degree Applicable
PREREQUISITE: Acceptance into Respiratory Care Program
COREQUISITE: RESP 135, RESP 136, RESP 137, RESP 138X4, RESP 139

0994 35  TTH  01:00p-02:50p  LEC  4.25  CHS-123  Franklin,B

RESP 135  Fundamentals of Respiratory Care II  4.00 Units
Theoretical application of diagnostic techniques, equipment, medications, and procedures based on the national Clinical Guidelines as well as local standards of practice.
Associate Degree Applicable
PREREQUISITE: Acceptance into Respiratory Care Program
COREQUISITE: RESP 134, RESP 135, RESP 136, RESP 137, RESP 138X4, RESP 139

0996 05  TTH  08:00a-09:50a  LEC  4.00  CHS-123  Bell,R

RESP 136  Fundamentals Respiratory Care Skills II  6.00 Units
Laboratory application of diagnostic techniques, equipment, medications, and procedures based on the national Clinical Practice Guidelines as well as local standards of practice.
Associate Degree Applicable
PREREQUISITE: Acceptance into Respiratory Care Program
COREQUISITE: RESP 134, RESP 135, RESP 136, RESP 137, RESP 138X4, RESP 139

0998 95  W  08:00a-12:20p  LEC  6.00  CHS-123  Bryson,K
Contreras,A
Franklin,B
Sheahan,M

W  01:00p-04:50p  LAB  6.00  CHS-123  Bell,R
Bryson,K
Contreras,A
Franklin,B
Sheahan,M

RESP 137  Respiratory Care Clinical Application II  7.50 Units
Clinical application of diagnostic techniques, equipment, medications, and procedures based on the national Clinical Practice Guidelines as well as local standards of practice.
Associate Degree Applicable
PREREQUISITE: Acceptance into Respiratory Care Program
COREQUISITE: RESP 134, RESP 135, RESP 136, RESP 138X4, RESP 139

1000 95  ARR  2.25 HRS/WK  LEC  7.50  OFFC-CLNC Bell,R
Contreras,A
Franklin,B
Sheahan,M
ARR  20.25 HRS/WK  CLINC  OFFC-CLNC Bell,R
Contreras,A
Franklin,B
Sheahan,M
Note: Ref. No. 1000 will be held at Clinic in Off-Campus Clinic.

RESP 138X4  Clinical Medicine I  1.50 Units
Selected topics related to the practice of cardiopulmonary medicine.
Associate Degree Applicable
Note: RESP 138X4 may be taken 4 times
COREQUISITE: RESP 134, RESP 135, RESP 136, RESP 137, RESP 139

1002 55  TH  04:30p-05:50p  LEC  1.50  LRC-231 Franklin,B
Note: Ref. No. 1002 will be held in the Auditorium in Learning Resource Center (LRC).

RESP 139  Perinatal and Pediatric Respiratory Care  4.25 Units
Preparation of the student for clinical practice in Neonatal and Pediatric Intensive Care units.
Associate Degree Applicable
PREREQUISITE: Acceptance into Respiratory Care Program
COREQUISITE: RESP 134, RESP 135, RESP 136, RESP 137, RESP 138X4

1004 15  TTH  10:00a-11:50a  LEC  4.25  CHS-123  Bryson,K
Sheahan,M
### Schedule of Classes

**RESP 2098X2 Clinical Refresher: Advanced Clinical Application II**  
Continued clinical application of advanced-level skills learned in the laboratory and theory classes.  
- Graded on Pass/No Pass basis only.  
- Associate Degree Applicable  
- PREREQUISITE: RESP 236  

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Note: Ref. No. 1006 will be held at Area Hospitals in Off-Campus Hospital.

**Sociology**

**SOC 100 Introduction to Sociology**  
Survey of concepts and theories of society and culture, social organizations, social stratifications, social change, and social policy.  
- Associate Degree Applicable  
- Course credit transfers to both CSU and UC.

<table>
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Note: Ref. No. 1014 - 13 week class: 02/11 - 05/15

**SOC 100H Introduction to Sociology-Honors**  
Survey of concepts and theories of society and culture, social organizations, social stratifications, social change, and social policy. This course includes content and experiences appropriate for students wishing to earn honors credit.  
- Associate Degree Applicable  
- Course credit transfers to both CSU and UC.  
- PREREQUISITE: Acceptance into the College Honors Institute

<table>
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<td>BC-101 McKee,J</td>
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**SOC 105 Social Problems**  
Sociological study of contemporary social problems in the United States, such as drug and alcohol use/abuse, violence, racial and ethnic tensions, poverty, ageism, sexual orientation, unemployment, education, population and urbanization, environment, technology, and war.  
- Associate Degree Applicable  
- Course credit transfers to both CSU and UC.  
- DEPARTMENTAL RECOMMENDATIONS: Successful completion of SOC 100 or SOC 100H. Eligibility for ENGL 101. Eligibility for MATH 090.

<table>
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**SPANISH**

**SPAN 101 College Spanish I**  
Introductory course beginning the development of the student’s listening, speaking, reading and writing skills in Spanish.  
- This course corresponds to the first year of high school Spanish.  
- Associate Degree Applicable  
- Course credit limited transfer CSU & UC.  
- Contact a counselor for details.

<table>
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<th>Days</th>
<th>Time</th>
<th>Type/Units</th>
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</table>

**SPAN 102 College Spanish II**  
A continuation of SPAN 101. Further development of the student’s listening, speaking, reading and writing skills in Spanish.  
- NOTE: This course corresponds to the second year of high school Spanish.  
- Associate Degree Applicable  
- Course credit limited transfer CSU & UC.  
- Contact a counselor for details.  
- PREREQUISITE: SPAN 101

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**SPAN 103 College Spanish III**  
A continuation of SPAN 102. Further development of the student’s listening, speaking, reading and writing skills in Spanish.  
- Associate Degree Applicable  
- Course credit limited transfer CSU & UC.  
- Contact a counselor for details.  
- PREREQUISITE: SPAN 102

<table>
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### Schedule of Classes

#### Spring 2013 •

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<td>SPAN 104</td>
<td><strong>College Spanish IV</strong></td>
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#### Speech Communication

**Speech 100** *Elements of Public Speaking 3.00 Units*

Introductory study and training in public communication.

**Associate Degree Applicable**

**Departmental Recommendation:** Concurrent enrollment in ENGL 015 or eligibility for ENGL 101

<table>
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Note: Ref. No. 1048 - 9 week class: 01/14 - 03/13

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Note: Ref. No. 1052 - 9 week class: 01/14 - 03/15

**Speech 100H** *Elements of Public Speaking - Honors 3.00 Units*

Introductory study and training in public communication. This course includes content and experiences appropriate for students wishing to earn honors credit.

**Associate Degree Applicable**

**Departmental Recommendation:** Concurrent enrollment in ENGL 015 or eligibility for ENGL 101

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Note: Ref. No. 1068 - 9 week class: 01/14 - 03/13

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**Speech 110** *Voice and Diction 3.00 Units*

Techniques in voice production, including theory and practice in developing vocal skills for performance including breathing, rate, pitch, articulation and quality.

This course is also offered as THART-110.

**Associate Degree Applicable**

**Departmental Recommendation:** Concurrent enrollment in ENGL 015 or eligibility for ENGL 101

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This section is linked to GEOG-120 90. This means students enrolling in SPEECH-100 90 (directly above) must also enroll and remain enrolled in GEOG-120 90. For more information, refer to the CHC Learning Communities page in this schedule.

**Speech 111** *Interpersonal Communication 3.00 Units*

Examination of the dynamics of the communication process within the context of interpersonal relationships. Principles of effective listening and accurate expression of verbal and nonverbal messages.

**Associate Degree Applicable**

**Departmental Recommendation:** Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process.
### SPEECH 111H  Interpersonal Communication-Honors  3.00 Units

Examination of the dynamics of the communication process within the context of interpersonal relationships. Principles of effective listening and accurate expression of verbal and nonverbal messages. This course includes content and experiences appropriate for students wishing to earn honors credit.

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
**PREREQUISITE:** Acceptance into the College Honors Institute  
**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

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### SPEECH 125  Critical Thinking Through Argumentation and Debate  3.00 Units

Study of critical thinking through oral advocacy and debate. Principles of effective argumentation including logic, reasoning, evidence, motivation, persuasion and refutation. Preparation and presentation of written and oral arguments and participation in individual and group debates. Substantial analytical reading is required.

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
**DEPARTMENTAL RECOMMENDATION:** ENGL 101 or SPEECH 100 or SPEECH 100H

<table>
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### THART 100  Introduction to Theatre  3.00 Units

Course designed to develop an appreciation of the theatre for majors and non-majors. Introduction to the basic elements of play production including playwriting, producing, acting, directing, set design, costume design and lighting design.

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
**PREREQUISITE:** Acceptance into the College Honors Institute

<table>
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<td>PAC-309</td>
<td>Gross,N</td>
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### THART 100H  Introduction to Theatre-Honors  3.00 Units

Survey course designed to develop an appreciation of the theatre for majors and non-majors. Introduction to the basic elements of play production including playwriting, producing, acting, directing, set design, costume design and lighting design. This course includes content and experiences appropriate for students wishing to earn honors credit.

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.  
**PREREQUISITE:** Acceptance into the College Honors Institute

<table>
<thead>
<tr>
<th>Ref</th>
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### THART 109  World Drama II  3.00 Units

The course surveys the history of theater from the 1600’s to the present.

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.

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<th>Ref</th>
<th>Sec</th>
<th>Days</th>
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### THART 110  Voice and Diction  3.00 Units

Techniques in voice production, including theory and practice in developing vocal skills for performance including breathing, rate, pitch, articulation and quality.  
**This course is also offered as SPEECH-110.**

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.

<table>
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### THART 120  Beginning Acting  3.00 Units

Introductory instruction in acting techniques.

**Associate Degree Applicable**  
Course credit transfers to both CSU and UC.

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<th>Ref</th>
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<tr>
<td>THART 124X2</td>
<td><strong>Beginning Performance Workshop</strong></td>
<td>3.00</td>
<td>Beginning preparation, rehearsal, production and performance of plays, musicals and dance performances.</td>
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<td><strong>Associate Degree Applicable</strong></td>
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<td>Note: THART 124X2 may be taken 2 times</td>
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<td><strong>COREQUISITE:</strong> THART 134X4</td>
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<td>1102 95</td>
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<td>ARR 6.38 HRS/WK LAB PAC-101 Bryant,T</td>
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<td><strong>Note:</strong> This course includes performance experiences in a variety of theatrical productions and projects at Crafton Hills College. All students must attend a MANDATORY orientation during the first class session (January 28) and participate in auditions (February 04) to successfully complete the course. Please contact Tom Bryant at <a href="mailto:tbryant@craftonhills.edu">tbryant@craftonhills.edu</a> or 909-389-3296 for more information.</td>
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<td></td>
<td><strong>THART 133</strong> <strong>Audition Techniques</strong></td>
<td>1.00</td>
<td>Introduction to the basics of auditioning as a means of getting roles in plays or musicals.</td>
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<td><strong>(Formerly THART-133X4)</strong></td>
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<td>1106 85</td>
<td>S 08:00a-11:50a LEC 1.00 PAC-101 Bryant,T</td>
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<td>S 01:00p-04:50p LEC PAC-101 Bryant,T</td>
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<td></td>
<td><strong>THART 134X4</strong> <strong>Technical Theatre Workshop</strong></td>
<td>1.00</td>
<td>Supervised participation in technical theatre roles associated with the preparation, rehearsal and production of plays, musicals and dance performances.</td>
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<td>1108 95</td>
<td>M 07:00p-09:50p LAB 1.00 PAC-101 Grazhdansky,A</td>
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<td>ARR 3.18 HRS/WK LAB PAC-101 Grazhdansky,A</td>
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<td>OTHER COURSES OF INTEREST:</td>
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<td>THART 140X2</td>
<td><strong>Intermediate Performance Workshop</strong></td>
<td>3.00</td>
<td>Intermediate preparation, rehearsal, production and performance of plays, musicals, and dance performances.</td>
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<td><strong>PREREQUISITE:</strong> THART 124X2</td>
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<td>1110 95</td>
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<td><strong>THART 145X4</strong> <strong>Advanced Theatre Workshop</strong></td>
<td>3.00</td>
<td>Advanced preparation, rehearsal, production and performance of plays, musicals and dance performances.</td>
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<td><strong>Note:</strong> THART 145X4 may be taken 4 times</td>
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<td><strong>PREREQUISITE:</strong> THART 140X2 or THART 134X4</td>
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<td>1114 95</td>
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<td>OTHER COURSES OF INTEREST:</td>
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<td></td>
<td><strong>THART 179</strong> <strong>Fundamentals of Stagecraft II</strong></td>
<td>3.00</td>
<td>A continuation of THART 176. Study of the history, theory and practice of theatrical production areas including lighting, sound and scene design and construction.</td>
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<td><strong>Course credit transfers to both CSU and UC.</strong></td>
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<td><strong>DEPARTMENTAL RECOMMENDATION:</strong> Successful completion of THART 176</td>
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<td>OTHER COURSES OF INTEREST:</td>
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<td></td>
<td><strong>THART 179</strong> <strong>Fundamentals of Stagecraft II</strong></td>
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<td><strong>DEPARTMENTAL RECOMMENDATION:</strong> Successful completion of THART 176</td>
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<td>1118 50</td>
<td>MW 05:00p-06:10p LEC 3.00 PAC-101 Staff</td>
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<td>MW 06:11p-06:50p LAB PAC-101 Staff</td>
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<td>Note: Ref. No. 1118 - 16 week class: 01/28 - 05/22</td>
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<td><strong>THART 220  Intermediate Acting  3.00 Units</strong></td>
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<td>Study of intermediate acting techniques including scene study, text analysis and vocal expression.</td>
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<td><strong>PREREQUISITE: THART 120</strong></td>
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<td>1120 35  TTH  01:00p-02:20p LEC  3.00  PAC-219  Bryant,T</td>
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| **THART 221  Advanced Acting  3.00 Units** |
| Theory and practice of characterization in solo and ensemble scenes. |
| **Associate Degree Applicable** |
| Course credit transfers to both CSU and UC. |
| **PREREQUISITE: THART 220** |
| 1122 35  TTH  01:00p-02:20p LEC  3.00  PAC-219  Bryant,T |

| **THART 246X4  Special Projects in Theatre Arts  1.00 Unit** |
| Laboratory projects for selected students in any area of theatre, with projects determined jointly by instructor and student. |
| **Associate Degree Applicable** |
| Course credit transfers to CSU. |
| Limited transfer to UC; credit determined after transfer to UC. |
| **Note: THART 246X4 may be taken 4 times** |
| **PREREQUISITE: Completion of or concurrent enrollment in a Theatre Arts course** |
| 1124 95  ARR  3.37 HRS/WK  DIR  1.00  PAC-101  Bryant,T |
### Schedule Planner

**SPRING 2013**

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<thead>
<tr>
<th>Monday</th>
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If you need help with the cost of attending college, the Financial Aid Office may be able to help. The Financial Aid Philosophy is “No Student should be denied access to an educational experience because of a lack of funds.” The distribution of these state and federal funds is closely regulated by laws & regulations designed to direct support to those who need them most.

**Determining Need**
The process starts with the Free Application for Federal Student Aid. Based on the information you provide, the Department of Education established a contribution from you and/or your family toward your educational expenses. Your financial need is the difference between the cost of attendance and the contribution from you and/or your family.

**Refund Policy**
Students receiving Federal Aid Title IV funds who withdraw or drop without notice from all classes prior to or during the 10th week of the semester (60%), will be subject to Federal refund policies. Students who receive federal financial aid and do not attend any classes will be required to repay all the funds they received. Students who withdraw from all classes prior to completing more than 60% of the semester will have their financial aid eligibility recalculated based on the percentage of the semester completed, and will be required to repay any unearned financial aid they received. Examples of refunds are available from the Financial Aid Office. The college will bill the student and holds will be placed on records until the funds are repaid by the student.

**Satisfactory Academic Progress**
Satisfactory Academic Progress is required of all Financial Aid students. Satisfactory progress will be monitored for all Financial Aid students who apply for Aid. Detailed information on standards required are available in the Financial Aid Office.

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**Financial Aid Programs For You**
The Financial Aid Office has detailed information on the following financial aid programs:

- Pell Grant
- Federal Work Study (FWS)
- Board of Governors Grant Waiver (BOG)
- Supplemental Educational Opportunity Grant (SEOG)
- CAL Grant

**OFFICE:** Classroom Building, Room (CL-214)/CL 215
**Hours:** Monday-Thursday 9:00 am - 6:00 pm*
**Friday:** 9:00 am - 1:00 pm*

*Must arrive 45 minutes prior to closing, if opening a file. May be longer during peak periods.

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**Financial Aid Staff**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Muskavitch</td>
<td>Director</td>
<td>389-3269</td>
</tr>
<tr>
<td>Juanita Sousa</td>
<td>Coordinator</td>
<td>389-3224</td>
</tr>
<tr>
<td>Sandra L. Roberts</td>
<td>Financial Aid Specialist</td>
<td>389-3242</td>
</tr>
<tr>
<td>Carrita Morales</td>
<td>Clerical Assistant</td>
<td>389-3223</td>
</tr>
<tr>
<td>Fermin Ramirez</td>
<td>Outreach Coordinator</td>
<td>389-3240</td>
</tr>
<tr>
<td>Veronica Lehman</td>
<td>Clerical Assistant</td>
<td>389-3223</td>
</tr>
</tbody>
</table>

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**B O G -**

Get two for one! You may get federal grants AND the BOG Fee Waiver by ONLY completing a 2012-2013 Free Application for Federal Student Aid (FAFSA)! However, instead of filling out two applications, complete the FAFSA early and you do NOT need to submit a BOG application. This will cover your fees for FALL 2012, Spring 2013, and Summer 2014. Be sure to enter Crafton’s school code on your FAFSA, 009272, and your BOG can be entered early.

Assistance filing out a FAFSA is available by calling (909) 389-3240 to schedule an appointment.

You will still have a balance with Admissions and Records.
There is a federal law about paying back money if you leave school

If you get a GRANT and then WITHDRAW from all your classes, you will OWE money back to the federal program. Here's how it works:

According to the day you withdraw, the Financial Aid Office will calculate the part of the grant that you have “earned”.

NOTE: If you withdraw after you have earned 60% of your grant, you do not owe any repayment. (Don’t worry if you don’t understand, the Financial Aid Office will calculate the amount for you.)

Example: Say you get a $1000 grant. If there are 100 days in the term and you drop out on the 26th day, then you earned 26% of your grant

The Financial Aid Office will multiply your grant money and figure out what you earned, and did not earn.

$1000 grant x 26% = $260 earned; $1000 x 74% = $740 unearned.

The college will owe some of the money back depending on the number of units you took:

You took 12 units at $26 each = $312 x 74% (unearned) = $231 the college has to pay.

You will have to pay back the unearned amount, minus the college share, times 50%.

$740 - $231 = $509 x 50% = $255 you have to pay the federal program.

If you receive Federal Work Study (FWS) money and withdraw, you do not owe any FWS money back. You always get to keep the salary you have earned.

If you are thinking of withdrawing or just leaving...

Please think again!

Immediately see a counselor or advisor and discuss your academic or personal reasons for leaving. Perhaps you can stay but take fewer courses. Maybe there are services (like tutoring or personal support) that will help you stay. Talk to your instructors, see what advice they can offer.

Don’t leave unless you must

But if you must, take care of business before you go.

Begin the withdrawal process at the Admissions and Records Office. This office will tell you the process and the rules.

Immediately go to the Financial Aid Office in the Classroom Building, Room 214. Learn how much you will owe and how you will have to repay it.

Please work with the Financial Aid Office. You can arrange for regular payments with the Federal government without losing your student aid eligibility, so it’s important to take care of the details before you go. If you leave without taking care of this business and you owe money, the Financial Aid Office will have to put a national HOLD on your student aid eligibility.
### REGULATIONS
All students receiving federal financial aid who completely withdraw within the first 60% of a term, payment period, or period of enrollment are subject to the refund provision.

- The responsibility to repay unearned aid is shared by the institution and the student in proportion to the aid each is assumed to process.

- During the first 60% of the enrollment period the student "earns" Title IV aid in direct proportion to the length of time he or she remains enrolled.

- Percentage is calculated dividing the number of days completed in the term by the number of calendar days in the term.

- Percentage is applied to the amount of disburseable aid to the student for that period of enrollment.

### REQUIREMENTS

**Student:**
Shares in repayment of Title IV Funds awarded that are unearned.
- The student’s share is the difference between the total unearned amount and the institution's share of unearned aid.
- The student must repay their share of the unearned funds within 45 days after being billed by the District or set up a repayment schedule with the institution or the Department of Education.

**Institution:**
- Shares in the repayment of Title IV funds for the unearned portion of tuition and fees.
- **Institutional share is the lesser of:**
  - The total amount of unearned aid; or
  - Institutional charges multiplied by the percentage of aid that was unearned.
- Must make post-withdrawal disbursements to eligible students who earned more aid than was disbursed prior to withdrawal.
- The institution must define and publicize its withdrawal process.

### OPTIONS

**Student** repays the funds in full within 45 days of notification.

**Student** is referred to the Department of Education for collection after the District notifies the student of overpayment and affords the student 45 days to repay overpayment in full or sets up a repayment schedule.

**Institution** must return its share of unearned Title IV funds no later than 30 days after it determines that the student withdrew.

**Institution** has the option to bill the student for the institution’s share of Title IV overpayment.

**The District** must bill and collect the overpayment within 45 days.

**The District** must set up, monitor and collect overpayment.

**If the schedule does not adhere to repayment plan the Financial Aid Office must be notified and the student must be referred to the Department of Education for collection.**

**The District** must bill and attempt to collect the overpayment from student within 45 days of notification.

**The District** has no further collection obligation after 45 days have expired.

### IMPACT

- The District must bill and collect the overpayment within 45 days.
- The District must set up, monitor and collect overpayment.
- If the schedule does not adhere to repayment plan the Financial Aid Office must be notified and the student must be referred to the Department of Education for collection.
- The District must bill and attempt to collect the overpayment from student within 45 days of notification.
- The District has no further collection obligation after 45 days have expired.

- The District is refunding General Funds monies to the Title IV Programs.

- Students will incur an additional liability if they are billed for the institutional share of Title IV overpayments.

- Students will have an institutional liability that will prevent them from enrolling, per Board Policy, until the funds are repaid.
REPORTING CRIMES AND EMERGENCIES

The San Bernardino Community College District maintains a Police and Safety Services Department with personnel available 24 hours a day. You may report any criminal action or any other emergency at Crafton Hills College anytime - day or night - by calling (909) 389-3275 or by coming in person to the Communications Office located in the Administration Bldg., Room 153.

Crime Statistics

Annual crime statistics can be found on the SBCCD website at www.sbccd.org, select District Faculty & Staff Information/Forms, District Police.

In addition, the full “Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act” is available at the following locations:

• SBCCD Chancellor’s Office
• District Police

Parking Permits are Required For ALL LOTS AND STREETS at Crafton Hills College. Vehicles without displayed parking permits are ticketed 7:00 am Monday through 4:30 pm Friday.

ILLEGALLY PARKED VEHICLES (RED ZONE, HANDICAPPED PARKING, STAFF PARKING) ARE TICKETED AT ALL TIMES.

To purchase parking permit visit our website at: www.craftonhills.edu/Student_Resources/Parking

Daily parking permits are dispensed by vending machines located in each parking lot.

LIABILITY

The Board of Trustees of the San Bernardino Community College District, its administration, or other employees are not and shall not be liable under any circumstances for loss or damage to vehicles or contents thereof parked or stored on District property by fire, theft, or any other cause whatsoever.
How To Register

1. New Students apply online at www.craftonhills.edu/Apply

2. Priority Registration: November 26- December 16
   Open Registration: December 17 – January 13

3. For registration instructions, see pages 14-16 in this class schedule or visit www.craftonhills.edu/Register

4. Counselors are available for program advisement at the CHC Counseling Office, located in the Student Services Building (SSB). Telephone (909) 389-3366

ADMISSIONS & RECORDS OFFICE:
For current hours, visit:
http://www.craftonhills.edu/Admissions

909-794-2161
www.craftonhills.edu