

# LOS ANGELES CITY COLLEGE

855 North Vermont Avenue • Los Angeles, CA 90029

[www.lacitycollege.edu](http://www.lacitycollege.edu)



WINTER SESSION 2014 SCHEDULE OF CLASSES  
January 6 – February 9

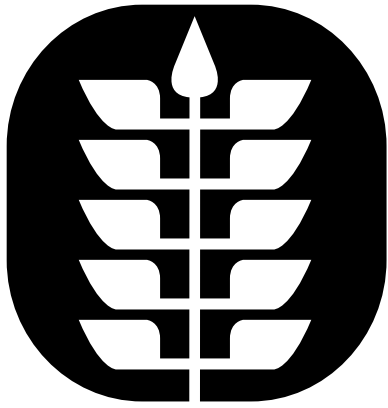




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Los Angeles City College  
855 North Vermont Avenue • Los Angeles, CA 90029  
[www.lacitycollege.edu](http://www.lacitycollege.edu) • 323.953.4000



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Los Angeles Community College District  
770 Wilshire Boulevard • Los Angeles, CA 90017  
[www.laccd.edu](http://www.laccd.edu) • 213.891.2000

# TABLE OF CONTENTS

## PRESIDENT'S MESSAGE INSIDE FRONT COVER

Los Angeles City College Administration.....	1
Los Angeles Community College District Board of Trustee Roster.....	2
<b>TABLE OF CONTENTS</b> .....	<b>3</b>
<b>DATES TO KNOW</b> .....	<b>5</b>
Short term session classes have different deadlines See your instructor or visit the office of Admission and Records for further information. How to Read the Class Schedule	
<b>ADMISSIONS</b> .....	<b>6</b>
<b>HOW TO ENROLL IN CLASSES</b> .....	<b>7</b>
How to enroll in classes-English	
<b>STEPS TO ENROLLMENT</b> .....	<b>8</b>
<b>ENROLL ONLINE</b> .....	<b>10</b>
Fee Sheet and payment options	
<b>COMO INSCRIBIRSE EN LAS CLASES</b> .....	<b>11</b>
Consejos Para Inscribirse en las Clases	
<b>HOW TO ENROLL -ARMENIAN</b> .....	<b>12</b>
<b>Ո՞վ կարող է դիմել ընդունվելու համար</b>	
<b>MATRICULATION IS</b> .....	<b>13-14</b>
Prerequisites, Co-requisites & * Waivers...	
<b>HOW TO PLAN YOUR SCHEDULE</b> .....	<b>15</b>
<b>ADDS-DROPS-ETC</b> .....	<b>16</b>
New Enrollment Priorities effective 2014 Winter Session State Aid for Non-Californian Residents & AB540 Students Ayuda Financiera Estatal pra los no residentes de California y Estudiantes cosiderados AB-540 Board of Governors Fee Waiver Program BOGFW-B 2013-2014 Income Standards Table	
<b>FINANCIAL AID INFORMATION</b> .....	<b>17</b>
Información Ayuda de Finaciera	
<b>FEE SCHEDULE: 2014 WINTER SESSION</b> .....	<b>18</b>
<b>VETERANS RESOURCE CENTER (VRC)</b> .....	<b>19</b>
<b>DEGREE &amp; CERTIFICATE PROGRAM</b> .....	<b>20</b>
<b>STUDENT SUCCESS AND SUPPORT PROGRAMS</b> .....	<b>21</b>
<b>MAJOR CODES</b> .....	<b>21</b>
<b>VAN DE KAMP CAMPUS</b> .....	<b>22</b>
<b>FINAL EXAM SCHEDULE</b> .....	<b>23</b>
All final exams are administred on the last day of class	

# TABLE OF CONTENTS

ACADEMIC DEPARTMENTS AND 2014 WINTER SESSION CLASS LISTINGS .....	25-39
INTERSEGMENTAL GENERAL EDUCATION	
QUICK REFERENCE STUDENT SERVICES.....	40
OUTREACH AND RECRUITMENT .....	41
GO TO COLLEGE.....	42
GO TO WORK.....	43
TRANSFER CURRICULUM (IGETC).....	44
CSU-GENERAL EDUCATION CERTIFICATION.....	45
GRADUATION-REQUIREMENTS FOR ASSOCIATE DEGREE.....	46
GRADUATION- PLAN A/PLAN B DESCRIPTIONS .....	47
GRADUATION- PLAN B : DESCRIPTION .....	48
QUICK REFERENCE TO CAMPUS SERVICES .....	49-53
OFFICE OF SPECIAL SERVICES.....	54-56
POLICIES: ACADEMIC .....	57-60
Pass/No Pass Option (P/NP) And Pass/No Pass Courses	
POLICIES: GENERAL.....	61
POLICIES: STUDENT.....	62-66
LACC PARKING .....	67-68
WORKFORCE DEVELOPMENT .....	69
LACC GUARDIAN	
SCHOLARS PROGRAM.....	71
CAMPUS DIRECTORY .....	75
CAMPUS MAP AND LEGEND .....	76

**THIS CLASS SCHEDULE IS AVAILABLE  
IN ALTERNATE FORMAT ON REQUEST.**

# DATES TO KNOW

## Winter Session 2014 Registration

Application for Admission Available			Year Round
PRIORITY Registration Begins	Monday	October	21
CONTINUING Student Begins	Thursday	October	24
NEW Student Registration Begins	Monday	November	4

## Winter Semester 2014 - 1/6/2014 thru 2/9/2014

### Days college is closed

Martin Luther King's Birthday	Monday	January	20
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### Deadlines Last day to:

#### DROP Classes from your Permanent Record

<b>Without a "W"</b>	Wednesday	January	8
<b>DROP With a Refund</b>	Wednesday	January	8
<b>DROP Without a Fee</b>	Wednesday	January	8
<b>ADD</b>	Wednesday	January	8
<b>FILE for Pass/No Pass</b>	Friday	January	10
<b>DROP Classes With a "W"</b>	Saturday	February	1
<b>FINAL EXAM WEEK</b>	Monday thru Sunday	February	3 thru 9

*Short term session classes have different deadlines. See your instructor or visit the office of Admission and Records for further information.*

## HOW TO READ THE CLASS SCHEDULE

### COURSE CLASSIFICATIONS

- UC** Acceptable at all branches of the University of California.
- CSU** Baccalaureate-transferable to the California State Universities and colleges as well as other four-year-colleges and universities.
- A** Associate degree level-courses which may be used for graduation requirements.

- NDC** Non-degree courses, reparable and developmental; may not be used toward graduation requirements.
- NC** Remedial and developmental; may not be used toward graduation requirement.
- CAN** California Articulation Number- course accepted at any campus where this number is indicated.
- RPT** Designates the number of times a class may be repeated.

### BUILDING NAME ABBREVIATIONS

- AD** Ceasar Chavez Administration Building
- BUNG** Bungalow
- CHEM** Chemistry Building
- CC** Communications Center
- CH** Clausen Hall
- CUB** Cub Center
- DH** DaVinci Hall
- FIELD** Off Campus
- GRIFFITH** Griffith Park
- HH** Holmes Hall
- JH** Jefferson Hall
- MLK** Martin Luther King Jr. Library
- LS** Life Sciences
- MG** Men's Gym
- RT** Radiologic Technology
- THEA** Camino Theater

### EXAMPLE:

Course Name: \_\_\_\_\_  
(or subject)

Complete prerequisite classes before enrolling in this class (note: prerequisites are now being electronically enforced)  
Section or ticket number \_\_\_\_\_

Evening classes are Bold \_\_\_\_\_

### ACCOUNTING 22 - BOOKKEEPING AND ACCOUNTING 11(UC:CSU) - 3 UNITS

NOTE: Accounting 22 students must also enroll in Accounting at the same hour and with the same instructor as Accounting 22.

Prerequisite: 1) Prior successful completion of Accounting 21 and 41 and 2) Concurrent enrollment in Accounting 42 at the same hour and with the same instructor as Accounting 22. Credit allowed for only Accounting 1 or the combination of Accounting 21 with 41 and 22 with 42.

0114	8:00 - 9:00	MWF	E.C. Ayuyao	AD 207
<b>0115</b>	<b>8:00 - 11:00</b>	<b>Sat</b>	<b>L.E. Gogg</b>	<b>JH 102</b>
	Time class meets	Day class meets	Instructor	Building & rm #
	(TBA = to be assigned)		(STAFF = instructor to be arranged)	

# ADMISSIONS



## WHO MAY APPLY FOR ADMISSIONS?

- A high school graduate, or
- A person who is eighteen years of age or older who can benefit from instruction, or
- A student under eighteen years of age and not a high school graduate, under special programs.

## ACCREDITATION & PROFESSIONAL PROGRAM APPROVALS

Los Angeles City College, a California public, tax-supported community college, is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (3402 Mendocino Avenue, Santa Rosa, CA, 95403; [707] 569-9177), an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the United States Department of Education. Los Angeles City College programs are also accredited by the American Dental Association (Dental Laboratory Technician) and the American Medical Association (Radiologic Technology) and the Commission on Dietetic Education of the American Dietetic Association (Dietetic Technician).

## ACCURACY STATEMENT

The Los Angeles Community College District and Los Angeles City College have made every effort to make the Schedule of Classes accurate and may, without notice, change general information, courses, or programs offered. The reasons for change may include student enrollment, level of funding, or other issues decided by the District or College. The District and College also reserve the right to add to, change, or cancel any rules, regulations, policies, and procedures as provided by law.

## LIMITED ENGLISH PROFICIENCY

Occupational Education Classes are open to all students. Although the lack of proficiency in English is no barrier to enrollment in occupational education courses, it is suggested the students

## HOW DO I APPLY?

Apply Online at [www.lacitycollege.edu](http://www.lacitycollege.edu) – click “Apply Online”.

**High school students** over the age of 13 may also apply online. However a Supplemental Application for Admission of Students in Grades K-12 is also required. This form can be obtained from your high school counselor and the college web page. High School students must re-apply every semester and are limited to 11 units per semester (7 units in winter session).

**International Students** must complete their admissions process through the International Student Center in the Cub Center. For more information, visit their web page at [www.laccint.us](http://www.laccint.us)

## MUST I BE A CALIFORNIA RESIDENT?

No. However, to attend any of the Los Angeles Community College District colleges as a California resident for tuition purposes students are required to have a status that allows them to establish California residence prior to the Residence Determination Date. The “Residence Determination Date” is that day immediately preceding the opening day of instruction of the semester, fall semester or winter inter session.

deficient in English utilize the services of the college that are provided for persons who are limited in English proficiency or have English as a Second Language.

Contamos con cursos vocacionales en distintas ramas de trabajo. Todos los cursos están disponibles a las personas que no dominan el idioma inglés con fluidez. No tener conocimientos básicos de inglés no debe ser un impedimento para matricularse en dichos cursos. Los servicios del colegio están disponibles para personas que hablan inglés como segundo lenguaje.

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ՏԻՐԱՊԵՏԵԼՈՒ ԴԵՊՔՈՒՄ

Մասնագիտական կրթության դասերը բաց են բոլոր ուսանողների համար: Անգլերենի սահմանափակ տիրապետումը արգելք չի հանդիսանում ընդգրկվելու մասնագիտական դասերի մեջ: Անգլերենից թույլ ուսանողներին առաջարկվում է օգտվել քոլեջի ծառայություններից, որոնք նախատեսված են այն ուսանողների համար, որոնց անգլերենը սահմանափակ է կամ երկրորդ լեզուն է:

## MATERIALS IN ALTERNATIVE FORMATS

Students with verifiable disabilities who require alternate formats of college publications and resources should contact the Vice President of Student Services (323) 953-4000 ext. 2460. The College will provide information in alternate text formats upon request in the timeliest manner possible.



# HOW TO ENROLL IN CLASSES – ENGLISH

## NEW & RETURNING STUDENTS

A “New Student” is one who has never taken classes at LACC.

A “Returning Student” is one who has had a break of more than two semesters between enrollments at LACC.

### Complete Application:

Browse the LACC Website at [www.lacitycollege.edu](http://www.lacitycollege.edu) and just click on “Apply Online”. We will send registration information to your email.

### Get Registration Appointment:

(Appointment to Enroll in Classes) Online Application: All new students must apply online. Before you begin this application, if you do not have an e-mail account, we suggest you get one through one of the web-sites that offer free e-mail accounts (ie. Yahoo, Hotmail). After you submit your application, you will be e-mailed your registration appointment. You may register on or anytime after your appointment date/time. You can register for classes online until the first day of class. Once classes begin, you may have to obtain an add permit from the instructor.

### Make Assessment Appointment & Complete the Process:

The LACC assessment (placement test) helps to determine at which class level you are most likely to succeed. THIS IS NOT AN ADMISSIONS TEST AND YOU CAN NOT FAIL. However, the results are required by most departments to enroll in certain classes. A special assessment will be administered to students whose native language is not English. Because placement results may not be available for up to 3 days after you have taken the test, we encourage you to do so as early as possible. Additional information and a sample test are provided at [www.lacitycollege.edu](http://www.lacitycollege.edu) (click Student Services, click Assessment). Make your appointment at the Assessment Office, AD 103 or online.

### Attend an Orientation

Orientation introduces you to the campus resources, support services and college programs which are available to help you make better, more informed educational and career choices. Students participating in Orientation will receive an education plan and priority registration. Make your appointment at the Assessment Office at room AD 103 or at our LACC website online.

### Apply for Financial Aid:

To receive the best aid package for 2013-2014, new and returning students should file the Free Application for Federal Aid (FAFSA) between January 1, 2013 and March 2, 2014. The FAFSA form is available in the Financial Aid Office, SSV 117 or online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The Financial Aid Office provides assistance in completing the necessary forms to apply for financial aid.

### Register for Classes:

Enroll in classes online at [www.lacitycollege.edu](http://www.lacitycollege.edu) (click Register for Classes). Once classes begin, you may have to get an “Add Permit” from the instructor to enroll in a class.

### Pay Fees:

You may pay with a credit card when you register online. If you do not pay for classes at that time, you must do so prior to the end of the semester. You may also pay with cash, check or credit card at the Business Office, AD 111.

### Get Student ID:

Once you have your fee receipt, be sure to go to the Cub Card Office, AD 105, to pick up your student ID card.

## CONTINUING STUDENTS:

A “Continuing Student” is one who attended classes at LACC in one of the two prior semesters.

### Receive Registration Appointment:

Continuing Students will receive a phone call and/or an e-mail with their priority registration appointment date/time. Student may register at the date/time indicated or any day thereafter.

### Apply for Financial Aid:

To receive the best aid package for 2013-2014, continuing students should file the Free Application for Federal Aid (FAFSA) between January 1, 2013 and March 2, 2013. The FAFSA form is available in the Financial Aid Office, SSV 117 or online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The Financial Aid Office provides assistance in completing the necessary forms to apply for financial aid.

### Visit a Counselor:

See a counselor well in advance of registration. Make sure you are selecting the correct classes to reach your academic goal whether it be a degree, certificate, university transfer or other professional/personal goal.

**Register for Classes:** Enroll in classes using on-line at [www.lacitycollege.edu](http://www.lacitycollege.edu) (click Register for Classes)

### Pay Fees:

You may pay with a credit card when you register. If you do not pay for classes at that time, you must do so prior to the end of the semester. You may pay with cash, check or credit card at the Business Office, AD 111.

# STEPS TO ENROLLMENT

## 1. APPLICATION FOR ADMISSION:

Go to [www.lacitycollege.edu](http://www.lacitycollege.edu) and Click on APPLY ONLINE.

The online application is the most effective way to submit an application. We will send registration information to your email address.

## 2. ASSESSMENT TESTING:

Assessment testing is required for all students who wish to enroll in English and/or Math classes but have not completed a college English or Math placement exam or course. Students can schedule an assessment test appointment through the [Assessment](http://www.lacitycollege.edu/services/matriculation/assessment.html) website or in person in room AD 103. Please see the Assessment website [www.lacitycollege.edu/services/matriculation/assessment.html](http://www.lacitycollege.edu/services/matriculation/assessment.html) for more information.

## 3. ORIENTATION:

It is highly recommended that you complete our college orientation. The orientation will provide you with an overview of available student support services, and academic and vocational programs. You can schedule an appointment for an [orientation session](http://www.lacitycollege.edu/services/matriculation/assessment.html) online at [www.lacitycollege.edu/services/matriculation/assessment.html](http://www.lacitycollege.edu/services/matriculation/assessment.html) go to # 5 and click [orientation session](http://www.lacitycollege.edu/services/matriculation/assessment.html) or in person at the Assessment/Matriculation Office AD 103.

## 4. FINANCIAL AID:

If you need assistance paying your tuition or the other costs associated with attending college, the Financial Aid Office can help you to access resources available to you such as fee waivers, grants, scholarships and school loans. Visit the Financial Aid Office website [www.lacitycollege.edu/services/finaid/tuition-fees.html](http://www.lacitycollege.edu/services/finaid/tuition-fees.html) for more information.

## 5. COUNSELING/ACADEMIC ADVISEMENT:

To ensure your success, visit an academic counselor to discuss your educational goals. Get on the path to success with an educational plan. Ensure that you use your time, money and energy wisely by choosing the correct courses to meet your goals. You can make an appointment to see a counselor online at <http://www.lacitycollege.edu/services/counsel/counselingonlineappts.html>, or in person in the Administration Building at the Assessment/Matriculation Office, AD 103.

## 6. PREREQUISITE CLEARANCE:

A prerequisite is a course you are required to pass with a grade of C or better before you will be allowed to enroll in the next level. You may clear prerequisites through the English and Math Assessment exam or by showing proof of prerequisites completed at other colleges. Prerequisites completed at another college must be approved by the [Counseling Office](http://www.lacitycollege.edu/services/counsel/counselingonlineappts.html). An official or unofficial transcript is required for this purpose. Please see the class schedule for a listing of prerequisites. Office online or in person.

## 7. REGISTRATION:

The most updated schedule of classes is available on the Los Angeles City College website at <http://www.lacitycollege.edu/schedule/openclasses/class-schedules.html>. You are responsible for using the Student Information System to register yourself into classes based on your educational plan and course availability in the schedule of classes. You must have the four-digit section numbers from the schedule of classes to be able to register. Section numbers are course, time and day specific.

# STEPS TO ENROLLMENT

**REGISTRATION APPOINTMENTS:** All students, new and continuing, are assigned a registration appointment for each semester. You may register on or after your assigned date and time. Log on to the Student Information System. Click on "View Reg Appt". Set the system to the specific semester you wish to register into.

## **TO REGISTER FOR CLASSES:**

1. Go to [www.lacitycollege.edu](http://www.lacitycollege.edu)
2. Click on "Register for Classes" icon at the upper right hand corner of the webpage.
3. Follow the instructions on the webpage to log onto the Student Information System to register for your classes.
4. Make sure to use the "View Schedule" link to view and print your class schedule.

## **IF THE CLASS YOU WANT IS FULL, THESE ARE YOUR OPTIONS:**

1. Choose a different course or section.
2. Register into a class at another school in our District. Your application at City College allows you to enroll anywhere in the LA Community College District. Go to [www.lacolleges.net](http://www.lacolleges.net) to view all district course offerings.
3. Try to keep adding the course. If someone drops, space may become available in the class.
4. Show up to the first day of class to ask the instructor for permission to add.
5. If the class is online, send an email to the instructor directly to request permission to add.

## **8. PAY FEES:**

Fees can be paid online with a credit or debit card through the Student Information System at [http://www.laccd.edu/student\\_information/sis\\_logon.asp](http://www.laccd.edu/student_information/sis_logon.asp). Checks and money orders should be made to LA City College and mail to 855 N. Vermont Ave, Los Angeles, CA 90029 or in person at the Business Office located in the Administration Building. If you were awarded a fee waiver or other financial aid, make sure to verify your fees are paid by logging on to the Student Information System. Click on "View & Pay Fees." Parking permits can be purchased through the Business

## **9. STUDENT ID CARD:**

Make sure to bring your registration receipt issued by the Business Office to the Student Assistance Center in the Administration Building, room AD 105 to get a student picture ID card. This card is necessary for access to all student services.

## **10. BUY BOOKS AND COURSE MATERIALS:**

The LACC Bookstore has everything you will need for your classes, including textbooks, notebooks and supplies. The store is located in the Student Union, south of Da Vinci Hall. For more information, call (323) 953-4000 ext. 2141, or visit the Bookstore website at [www.lacitycollege.edu/resource/bookstore](http://www.lacitycollege.edu/resource/bookstore).

# ENROLL OnLine

1. From the LACC home page, click on **REGISTER FOR CLASSES** on the top menu bar.

Then, click the “Student Information System Link”.

OR, to link directly, type [http://www.laccd.edu/student\\_information/sis\\_logon.asp](http://www.laccd.edu/student_information/sis_logon.asp)

The Student Information System (SIS) page will be displayed.

2. The SIS Sign-on page will be displayed. Sign-on to SIS:

Enter your Student ID or Social Security number in the SSN/SID field.

Enter your 4-digit PIN (default PIN: month and day of birth).

Click on Submit button.

3. The main menu will be displayed. Click on **Registration** option.
4. The Registration page will be displayed. Select the following:
5. The main menu will be displayed.

Click on **Registration** option.

College Semester and Year Action (i.e., Add or Drop)  
Type in the Section Number.  
Click on Submit button

A message will be displayed indicating results of Add or Drop operation. Be sure to write down your confirmation number.



## FEES WORKSHEET

The fees listed were accurate at the time this schedule went to print but are subject to change by the California Legislature.

A: Enrollment fees	\$46.00 x _____ units =	\$ _____ . _____
B: Non-Resident Tuition for Out-of-State residents	\$190.00 x _____ units =	\$ _____ . _____
C: Non-Resident Tuition for International Students and/or F-1 VIS (Non-Resident International Students must also pay the enrollment fee of \$36 per unit)	\$207.00 x _____ units =	\$ _____ . _____
D: Health Center fee (mandatory)	\$11.00	\$ _____ . _____
E: Student Government (ASG) membership *	\$7.00	\$ _____ . _____
F: Restricted Parking Permit	\$20.00	\$ _____ . _____
G: Preferred Parking Permit with ASG membership	\$27.00	\$ _____ . _____
H: Student Political Representation Fee (mandatory)	\$1.00	\$ _____ . _____
I: TOTAL FEES DUE:		\$ _____ . _____

\* You may waive this fee by filing a “Surrender of Benefits” form in person at the Office of Student Life & Leadership, Student Union room 219.

## PAYMENT OPTIONS

**In Person:** Pay by cash, electronic check or credit card at the **Business Office, Online:** Pay by Visa, Mastercard, American Express, Discover

**Monday-Thursday** 8:30 a.m.-7:00 p.m. or **Friday** 8:30 a.m.-3:00 p.m.

**By Mail:** Pay by electronic check or money order.  
LACC Business Office TR/ 855 North Vermont Ave.  
Los Angeles, CA 90029

# COMO INSCRIBIRSE EN LAS CLASES

Esta información abreviada de inscripción en LACC, costo y ayuda económica es para ayudarle a usted a empezar el proceso. Para más información detallada, refierase a la sección en frente de nuestro horario o visite nuestro Student Assistance Center (AD105), o (SSV117). Estas oficinas tienen dor personas que hablan varios idiomas.

## ¿Quién Puede Solicitar Para Inscribirse?

- Una persona que terminó la preparatoria, o
- Una persona que tenga 18 años, y pueda beneficiarse de la instrucción, o
- Un estudiante de 18 años, y que no terminó la preparatoria bajo unos programas especiales.

Usted no tiene que ser ciudadano estadounidense sin embargo, para calificar el costo de residente de California. Los estudiantes tienen que tener un estatuto que les permita establecerse en California de residente antes de la fecha de la residencia determinada. La fecha de "Residencia Determinada" es el día que sigue inmediatamente el primer día de instrucción del semestre que usted quiera asistir.

## ¿Cómo Puede Solicitar?

Obtenga una solicitud para solicitar en el internet o a través del sistema de "RED" con una fotografía.

### Para Matricularse En Las Clases

Estudiantes Nuevos: Después de someter su solicitud, usted recibirá una cita para inscribirse. Usted puede inscribirse para las clases por el Internet a cualquier hora después de la fecha/hora de su cita. Si es necesario, las computadoras y están disponibles en la escuela para inscribir a los estudiantes.

Casi todos los estudiantes tendrán que hacer una cita para evaluación, (Administration Building 103.) La evaluación ayuda a determinar el nivel apropiado de las clases que los estudiantes pueden tomar.

Nosotros recomendamos que los estudiantes nuevos participen en la orientación antes de matricularse en las clases. Estudiantes que Continúan: Si usted ha tomado clases en LACC en los últimos dos semestres. Usted puede matricularse para las clases o por el internet a cualquier hora/fecha después de su cita para matricularse. Las computadoras y están disponibles para los estudiantes. Estudiantes que Vuelven: Si usted ha tomado clases en LACC pero, ha pasado dos semestres, usted es un estudiante que vuelve y debe seguir los pasos mencionados para los estudiantes nuevos.

### Para Matricularse "Internet," vaya a:

<http://www.laccd.edu/stu-information/sislogon.asp> o simplemente vaya a [www.laccd.edu](http://www.laccd.edu)

### Costo de Matriculación:

Residentes de CA. 2014 Winter Session: \$46.00 por unidad

No-Residentes: \$190.00 por unidad para (residentes fuera del estado;) \$207.00 por unidad para (estudiantes extranjeros) No-residentead (estudiantes extranjeros) tienen que pagar \$46.00 de la matriculación por cada unidad. Para costos adicionales aparecen en la página 000.

### Ayuda Financiera:

Usted tiene que ser un ciudadano estadounidense o residente permanente para recibir ayuda económica. La ayuda económica incluye "Grants," Ayuda Federal o Estatal y becas que usted tiene que pagar y préstamos de bajo interés. La ayuda le puede asistir a usted a pagar por la matrícula, libros y costo de vivienda.

**PASO 1:** Llene y someta la forma (FASFA.) La forma está disponible en el Internet ([www.fasfa.edu.gov](http://www.fasfa.edu.gov)) o en la oficina de Ayuda Financiera, SSV 117.

**PASO 2:** Varias semanas más tarde, usted recibirá un Informe De Ayuda del estudiantes (Student Aid Report) (SAR) en el correo. Tráigalo a la Oficina de Ayuda Financiera para empezar un fichero y hablar sobre cualquier problema con su solicitud.

**PASO 3:** La Oficina de Ayuda Financiera repasará su solicitud y automáticamente la matrícula con excepción financiera para los estudiantes que califican bajo este criterio.

**PASO 4:** La Oficina de Ayuda Financiera le mandará a usted una "Carta de notificación que le explicará la ayuda que usted va a recibir.

**PASO 5:** Los cheques de FINANCIAL AID, serán enviados por correo o enviados electrónicamente a la cuenta de banco del estudiante durante el año. Típicamente su primer cheque llegará después de dos semanas después de que reciba la carta de notificación, pero puede tardar más tiempo.

### La Matrícula con Excepción Financiera (Fee Waiver)

Si usted es un residente de California con ingresos bajos, usted puede calificar para la matrícula con excepción financiera, la cual cubre la matrícula. Esta no cubre libros y mantenimiento (gastos.) Para esto usted necesita llenar la solicitud de FASFA para saber si usted puede calificar en estas áreas.

**NOTA:** Cuando usted someta la solicitud de FASFA automáticamente es considerado para la matrícula con excepción financiera. Si usted necesita la matrícula con excepción financiera inmediatamente tendrá que llenar la solicitud respectiva. Estas formas están disponibles en la oficina de ayuda financiera, SSV 117.

## Դասերին գրանցվելու եւ նյութական օգնության վերաբերյալ ուղղություններ

Դասերին գրանցվելու եւ նյութական օգնության վերաբերյալ ուղղություններ

Այս համառոտ տեղեկությունը LACC (Լոս Անջելեսի քաղաքայի քոլեջ) ընդունվելու, ուսումնավճարի եւ նյութական օգնության վերաբերյալ, կօգնի ձեզ սկսելու ձեր ուսումը: Ավելի մանրամասն տեղեկության համար օգտվեք այս դասացուցակի առաջին հատվածից, կամ այցելեցեք մեր ուսանողի օգնության կենտրոն՝ Student Assistant Center (AD 105), կամ նյութական օգնության կենտրոն՝ Financial Aid (SSV 117): Այս գրասենյակների աշխատակիցները խոսում են տարբեր լեզուներով:

### 1. Վ կարող է դիմել ընդունվելու համար

- Միջնակարգ դպրոցի շրջանավարտը, կամ
- « տարեկանից բարձր անձը, որը կարող է օգուտ ստանալ դասավանդումից, կամ
- Հատուկ ծրագրերի շրջանակներում՝ 18 տարեկանից ցածր ուսանողը, որը չի ավարտել միջնակարգ դպրոցը:

Պարտադիր չէ, որ դուք լինեք Ամերիկայի Միացյալ Նահանգների քաղաքացի/Սակայն, որպեսզի կարողանաք օգտվել Կալիֆոռնիայի բնակչի համար նախատեսված ուսման վճարի չափից, ուսանողները պետք է ունենան այնպիսի կարգավիճակ, որը նրանց հնարավորություն կտա դիտարկվելու որպես Կալիֆոռնիայի բնակիչ, նախքան նրանց բնակութեան կարգավիճակի որոշման ժամկետը: Բնակության որոշման օրն անմիջապես ձեր ուսումը սկսելու կիսամյակից մեկ օր առաջ է:

### 2. Ինչպես կարող եմ ես դիմել

1. Դիմումագրերը կարող են ներկայացվել համացանցի միջոցով՝ փաստաթղթի հետ

### 3. Դասերին Ինչպև՞ս գրանցվելը

Նոր ուսանողները. Ձեր դիմումը ներկայացնելուց հետո Ձեզ գրանցման ժամադրություն կնշանակվի: Դուք կարող եք գրանցվել դասերին ամացանցով ցանկացած ժամանակ՝ Ձեր գրանցման ժամադրությունից հետո: Եթե կարիք լինի, քոլեջում կան համակարգիչներ, որոնք կարող են ուսանողներն օգտագործել գրանցվելու համար: Ծատ ուսանողներ կարիք կունենան ժամադրություն վերցնելու՝ գիտելիքների գնահատման համար (Assessment Center-AD 103 Գնահատումը օգնում է որոշելու ուսանողներին համապատասխան մակարդակի դասեր վերցնելուն: Մենք նոր ուսանողներին վճուպանորեն խորհուրդ ենք տվիս նախքան դասերին գրանցվելը մասնակցեն կողմնորոշման դասին:

### 4. Ծարունակող ուսանողները.

Եթե դուք վերջին երկու կիսամյակներում դասեր եք վերցրել LACC-ում, ապա գրանցման ժամադրությունը կստանաք նամակով: Դուք կարող եք գրանցվել դասերին համացանցով ցանկացած ժամանակ՝ Ձեր գրանցման ժամադրությունից հետո: Եթե կարիք լինի, քոլեջում կան համակարգիչներ որոնք կարող են ուսանողներին օգտագործել գրանցվելու համար:

Վերադարձող ուսանողները. Եթե, դուք LACC-ում դասեր եք վերցրել ավելի քան երկու կիսամյակ առաջ, ապա դուք վերադարձող ուսանողներ եք, եւ, պետք է հետևեք նոր ուսանողների համար վերը նշված քայլերին:

Համացանցով գրանցվելու համար այցելեք. [http://www.lacc.edu/student information/sis logon.asp](http://www.lacc.edu/student%20information/sis%20logon.asp) կամ ուղղակի [www.lacc.edu](http://www.lacc.edu) եւ հետևեք իրավունքներին:

**Ուսման վճարը**  
Կալիֆոռնիայի Ոչ բնակիչները

**Աշուն-Ձմեռ**  
\$46.00 միավոր առարկայի համար (CA Residents)

\$190.00 միավոր առարկայի համար՝ այլ նահանգների բնակիչների համար  
\$207.00 միավոր առարկայի համար՝ օտարերկրյա ուսանողների համար

Ոչ բնակիչ միջազգային ուսանողները պետք է վճարեն նաեւ ընդունելության համար \$46.00 միավոր առարկայի համար:

Կան նաեւ այլ վճարներ: Տեսեք Fees Schedule-ի էջը:

Բոլոր ուսանողական վճարները ենթակա են փոփոխության՝ առանց նախազգուշացնելու:



# MATRICULATION IS ...

*A process that assists students in meeting their educational goals. Participation in each matriculation step will assist you in identifying, planning and achieving your educational and career goals.*

*The purpose of Matriculation is to assist you in finding the campus resources, support services and college programs which are available to help you make better, more informed educational choices.*

## The College Agrees to Provide:

1. **ADMISSIONS** - A multilingual student staff in the Student Assistance Center will assist you in completing your admissions application and provide general campus information with confidential support and referrals (AD 105).
2. **ASSESSMENT** - Students take a basic skills assessment in reading comprehension, writing, sentence skills, and mathematics to help in the selection of appropriate courses. You can schedule an assessment appointment online at [www.lacitycollege.edu](http://www.lacitycollege.edu) or in person at the Assessment /Matriculation Office (AD 103).
3. **ORIENTATION** - Introduces you to the campus resources, support services and college programs which are available to help you make better, more informed educational and career choices.
4. **COUNSELING** - Provides academic advisement and assistance in course selection, development of a Student Educational Plan, career planning, referral to appropriate student services and Personal Development Classes which are taught by counseling faculty.
5. **FOLLOW-UP** - Provides regular evaluation of your progress through the Student alert program and group counseling sessions.

## The Student Agrees to:

1. Express at least a broad educational intent upon admission.
2. Declare a specific educational goal after completion of 15 semester units at the college.
3. Meet with a college Counselor to establish a Student Education Plan and review the Educational Plan at least once each semester.
4. Maintain satisfactory progress toward an educational goal according to standards established by the Los Angeles Community College District and the State of California.

## Exemption

**As a student, you may be exempted from a step in the matriculation process if you meet at least one of the following criteria:**

1. Have an AA, BA or higher degree from an accredited college or university.
2. Have completed English 101 and Mathematics 125 or equivalent courses.
3. Are enrolling for personal enrichment or recreational purposes without plans of taking more than 15 units of credit classes.

**Even if you are not exempted from matriculation you may be exempted from assessment if you meet any of the following criteria:**

1. Have a record of completing English 101 and Mathematics 125 or equivalent courses.
2. Have been assessed with the same or equivalent testing instruments at another school and have a record of these test results.

**WAIVER:** If you are not exempt from matriculation but choose not to participate in the process, a waiver is available in the Student Assistance Center, AD 105.

**APPEAL:** Matriculation is a campus-wide effort of faculty, administrators, staff and students. However, if for any reason, you feel that matriculation interferes with your rights as a student, forms for appeal are available in the Office of the Vice President of Student Services, AD 207.

## Pre/Co-Requisites, Advisories & Challenges

### NOTE: PREREQUISITES MAY BE ELECTRONICALLY ENFORCED

The following explains the conditions of enrollment that qualify a student for a class or course of study according to laws and state regulations AB 3 and Title 5.

# MATRICULATION IS CONTINUED

**PREREQUISITE** is the requirement needed to qualify for a course. It is designed to identify skills necessary for success in a course.

**CO-REQUISITE** is the requirement for taking a simultaneous course in order to enroll in a particular class.

**ADVISORY** is advice given before enrolling. It is not required that a student follow this advice. A satisfactory grade is an academic record with the symbol A, B, C, or "P."

## Challenge Policy/Procedure

A student may challenge the above enrollment policies by filing a Prerequisite or Co-requisite Challenge Petition. You can obtain the form from the Admissions Office (AD 100), the Student Assistance Center (AD 105) or the Counseling Office (AD 108). Documented proof of your challenge will be required. The Petition must be filed with the Department Chair of the department over the class that is being challenged. If the College does not resolve your challenge within the five-day period, you will automatically be enrolled in the class. If no space is available in the class, the challenge shall be resolved before the beginning of registration for the next term. If your challenge is upheld and space is available, you may enroll in the next term.

## Grounds for Challenges

Note: It is your responsibility to show proof with documentation that you have grounds for a legitimate challenge. You may challenge any of the prerequisites or co-requisites using any of the Title 5 regulations listed below:

1. The prerequisite/co-requisite does not follow the rules established by the District.
2. The prerequisite/co-requisite is in violation of Pre/Co-requisite and Advisory Regulation, specified in Section 55201(e) of Title V. (See Office of the Vice President of Student Services - AD 207)
3. The prerequisite/co-requisite is unlawfully discriminatory or being applied in an unlawfully discriminatory manner. Once you have completed the Prerequisite or Co-requisite Challenge petition process on the grounds of unlawful discrimination, you have the right to file a formal complaint of unlawful discrimination with the Dean of Equity and Diversity (Student Union).
4. You have the ability and knowledge to succeed in a course without the pre/co-requisite.
5. You will be subject to undue delay in obtaining your educational goal because the prerequisite/co-requisite course was not reasonably available.
6. You have not been allowed to enroll due to a limitation set for a course that involves intercollegiate competition, public performance, honor courses or blocks of courses limited to a particular group of students. You will be allowed to enroll in such a course if there is no equivalent section offered, and you would be delayed a semester or more in obtaining your degree or certificate specified in your Student Educational Plan.
7. You want to enroll in a course which has prerequisite/co-requisite established to protect health and safety, and you can demonstrate that you do not pose a threat to yourself or others.

NOTE: If you have successfully completed a similar course outside of the Los Angeles Community College District, bring your official or unofficial transcripts or grade cards to the Counseling Office - AD 108 for evaluation.

## Resolution of Prerequisite Challenges

Each prerequisite challenge shall be investigated and resolved through the appropriate department chair no later than five (5) working days from the day that your challenge is filed.

## Pre/Co-requisite Challenge Petition Filing Dates

Students may file challenges throughout the Fall and Spring semesters up to five (5) working days before the end of each semester. Some departments may accept petitions during summer session and winter intersessions, based on faculty availability.

## Program Changes

See the College Calendar on the inside front cover for important dates. It is your responsibility to assure that you follow all procedures for making changes to your program.



# HOW TO PLAN YOUR SCHEDULE

A planning worksheet has been provided for you below. The state education code stipulates that each hour of a community college class shall require at least two hours of study outside of class. The maximum study load is 18 units during a regular semester, 12 units during a Fall Semester and 7 units during a Winter Intersession. The normal class load for full-time students in the Winter or Fall semester is from 12 to 18 units per semester.

Those students who will be employed while attending Los Angeles City College should reduce their programs accordingly. Students who are employed full-time should enroll in no more than 1 or 2 classes or a maximum of 9 units. The table to the right provides the suggested maximum class load for students who are also working.

SUGGESTED MAXIMUM CLASS LOAD				
Your work _____ hours per week	40	30	20	10
Suggested Lecture Hours	3	6	9	12
Minimum Outside Study Time	6	12	18	24
Total Work/Schedule Related Hours	49	48	47	48

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
7:30 am						6:00 am
						7:00 am
						8:00 am
9:05 am						9:00 am
						10:00 am
						11:00 am
10:40 am						12:00 pm
						1:00 pm
						2:00 pm
12:15 pm						3:00 pm
						4:00 pm
						5:00 pm
3:30 pm						6:00 pm
						7:00 pm
						8:00 pm
6:50 pm						9:00 pm

# ADDS – DROPS – ETC.

## To Add a Class

You can add a class on the date/time of your registration appointment or anytime thereafter. Only students with an active application on file receive a registration appointment. Classes can be added through the Student Information System on the web until the first day of the semester or until classes are full. Once the semester begins, you may have to obtain an "Add Permit" from the instructor. It is your responsibility to submit the "Add Permit" to the Admissions and Records Office to officially register in the class. "Add Permits" are processed in the Admission and Records Office located in AD 100.

Your instructor will not allow you to remain in the class unless you are officially registered in the class.

## To Drop/Withdraw From Classes

Use the Student Information System on the web to drop a class or classes you no longer plan to attend. Since it is the students' responsibility to drop a class, write down the confirmation number for your records.

Drops can also be processed in the Admissions and Records Office. Please check the college calendar online and inside the front cover of this schedule for important dates.

PLEASE NOTE: It is the students' responsibility to drop a class no longer being attempted. Failure to drop a class in a timely manner may result in a "W" or an "F" on your academic record. You may also be held accountable for payment of all fees whether you attend or do not attend class.

## Online Class Enrollment

NOTE: STUDENTS WHO ENROLL IN ON LINE CLASSES MUST HAVE AN ACTIVE E-MAIL ACCOUNT IN ADDITION, YOU MUST:

1. Contact your instructor before the first day of class at the e-mail address listed in the main class listing section in this Schedule of Classes
2. If no e-mail address is listed, call the appropriate Department for further instructions.

## New Enrollment Priorities Effective Fall 2014

**New, continuing and returning matriculating students must complete the core services prior to registration in order to receive priority consideration for enrollment in classes.** The core services are assessment, orientation, and counseling (i.e. completion of student educational plan). Students identified by Los Angeles City College as non matriculating are exempt from participating in core services, but they are advised to access these services if they plan to pursue a degree or certificate. More information is available at: [http://www.lacitycollege.edu/services/matriculation/student\\_info.html](http://www.lacitycollege.edu/services/matriculation/student_info.html).

## State Aid for Non-California Residents & AB540 Students

Students who are Non-California residents and who qualify for AB540 status may now be eligible for California state financial aid, including the Board of Governors Enrollment Fee Waiver (contact the Admissions Office to determine if you qualify for AB540 status). Those students who qualify for AB540 status can apply for all California state aid using the Californian Dream Application at [dream.csac.ca.gov](http://dream.csac.ca.gov).

## Ayuda Financiera Estatal para los no residentes de California y Estudiantes considerados AB-540.

Aquellos estudiantes no residentes de California considerados AB-540 ahora pueden ser elegibles para asistencia financiera estatal, incluyendo la exención de matrícula en los colegios comunitarios en California (Board of Governors' Enrollment Fee Waiver). Contacte la Oficina de Admisiones para determinar si califica para ser considerado AB-540. Aquellos estudiantes considerados AB-540 pueden aplicar para cualquier tipo de ayuda financiera estatal usando la solicitud en línea California Dream Application en [dream.csac.ca.gov](http://dream.csac.ca.gov).

Board of Governors Fee Waiver Program BOGFW-B 2013-2014 Income Standards*	
Family Size	2012 Income
1	\$16,755
2	\$22,695
3	\$28,635
4	\$34,575
5	\$40,515
6	\$46,455
7	\$52,395
8	\$58,335
Each Additional Family Member	\$ 5,940

\* These standards are based upon the federal poverty guidelines, as published each year by the US Department of Health and Human Services. Under Title 5 of the California Code of Regulations, the student or student's family must have a total income in the prior year (in this case, 2012) that is equal to or less than 150% of the U.S. Department of Health and Human Services Poverty Guidelines based on family size.

The U.S. Department of Health and Human Services published the 2012 Poverty Guidelines in January 2012 (Federal Register, Vol. 77, No. 17, January 26, 2012, pp. 4034-4035).

These income standards are for the 2013-2014 academic year and are to be used to determine BOGFW-B eligibility EFFECTIVE July 1, 2013.

<http://aspe.hhs.gov/poverty/12poverty.shtml>

# FINANCIAL AID INFORMATION

You may apply for financial aid to assist with: Enrollment Fees • Books • Living Expenses (Rent, etc.)

## Plan Ahead & Complete the FAFSA

It takes a little time to complete the Free Application for Federal Student Aid (FAFSA). Once your form has been submitted, it will take several weeks to process. And, it will take several additional weeks before your first financial aid disbursement arrives.

- Financial aid is available to students who can demonstrate financial need.
- Non-California residents may also qualify for financial aid.
- Non-California residents who don't qualify for a fee waiver, may be eligible for financial aid.

## Pay Attention To Deadlines

**Fall SEMESTER:** To increase the likelihood that your financial aid funds will arrive at the beginning of the fall semester, submit your FAFSA by March 2.

**SPRING SEMESTER:** To increase the likelihood of your financial aid funds arriving at the beginning of the term, complete your financial aid file at least three months prior to the start of the spring semester (You may complete your file through the end of each semester. However, the later you do so, the later you will receive your financial aid funds.)

## Enrollment Fee Waivers

If you are a low-income resident of California, you may qualify for a Board of Governors Enrollment Fee Waiver which covers your enrollment fee. It DOES NOT cover books and living expenses. It is recommended that you complete the FAFSA to apply for a fee waiver.

### NOTE:

When you submit the FAFSA form, you are automatically considered for the fee waiver. If you need the fee waiver immediately, however, you may use a separate Board of Governors Fee Waiver form. Forms are available at <http://www.lacitycollege.edu/services/finaid/financial-aid-info.html>.

## 5 STEPS TO REMEMBER

**STEP 1:** Complete and submit the FAFSA form on-line at ([www.fafsa.gov](http://www.fafsa.gov)).

**STEP 2:** Within 7-10 days later, you will receive a Student Aid Report (SAR) by email. Review the SAR and make changes or address any problems necessary.

**STEP 3:** The Financial Aid Office will review your application and automatically processes a fee waiver for students who meet the criteria.

**STEP 4:** The Financial Aid Office will then send you an Award Notification Letter which states how much aid you will receive.

**STEP 5:** Financial aid funds are transferred electronically to the student's Hire One account during the school year.

Typically your funds will arrive two weeks after you receive the Award Notification, but it can take longer.



## Planee Y Complete Por Adelantado Su Solicitud Para Ayuda Financiera (FAFSA)

Toma muy poco tiempo para completar la solicitud FAFSA. Puede completarla de forma gratuita en [www.fafsa.gov](http://www.fafsa.gov) Si requiere asistencia puede acudir a nuestro FASTLAB donde personal de la oficina de ayuda financiera le asistirá gratuitamente. El proceso hasta reciba su desembolso toma varias semanas después de haber completado su solicitud.

- La ayuda financiera está disponible para aquellos estudiantes que pueden demostrar insuficiencia de recursos.
- Las personas que no son residentes de California talvez puedan calificar para la ayuda financiera.
- Si usted no califica para una matrícula con excepción financiera (fee waiver), por no ser Residente de California, usted podría ser elegible para ayuda financiera.

## ¡Tenga En Las Fechas Límites!

Para recibir su desembolso a **principios del otoño y primavera**, asegúrese de completar y procesar su solicitud antes de junio.

Para recibir su desembolso a **principios de la primavera**, asegúrese de completar y procesar su solicitud antes de noviembre.

Puede completar y procesar su solicitud durante el semestre, sin embargo, tenga en cuenta que sus fondos pueden demorarse hasta tres meses.

## Exención de Pago Matrícula Financiera (Fee Waiver)

Si es usted residente de California con bajos recursos económicos, complete la solicitud de ayuda financiera FAFSA para ser automáticamente considerado para la exención de pago de matrícula. Formularios para la exención de pago de matrícula en papel están también disponibles en la página web de la oficina de ayuda financiera (<http://www.lacitycollege.edu/service/finaid/forms.html>)

Los estudiantes considerados no residentes de California pueden también calificar para ayuda financiera, aunque no califiquen para la exención del pago de matrícula (fee waiver).

**NOTA:** Desde otoño del 2006, la tarifa de sanidad no esta cubierta por la exención de pago de matrícula. Es responsabilidad del estudiante de pagarla.

## Ayuda Financiera en 5 Pasos

**PASO 1:** Complete su solicitud de ayuda financiera (FAFSA) en línea [www.fafsa.gov](http://www.fafsa.gov).

**PASO 2:** Reciba su Reporte de Asistencia Estudiantil (Student Aid Report SAR) por correo o correo electrónico

**PASO 3:** Para aquellos estudiantes que califiquen, la exención de matrícula será procesada automáticamente.

**PASO 4:** Una vez la Oficina de Ayuda Financiera procese su solicitud usted recibirá notificación de los recursos otorgados (Award Letter).

**PASO 5:** Normalmente el desembolso de fondos es efectuado mediante transferencia bancaria a la cuenta Higher One de cada estudiante.

## Planee y complete pro adelantado su solicitud para Ayuda Financiera (FAFSA)

# FEES SCHEDULE: 2014 WINTER SESSION

These fees were accurate at the time this schedule went to print but may be subject to change Fees may be paid at the Business Office by cash, check, Visa, MasterCard or American Express or online via credit card. \$10 minimum required on all check and credit card transactions. \$10 return check fee.

**ENROLLMENT FEE (CA RESIDENTS) Fall \$46 PER UNIT (NO MAX PER SEMESTER):** Note: that all student fees are subject to change without notice. If at the time you enroll you are receiving benefits under the Temporary Assistance to Needy Families (TANF) or the General Assistance Program, the enrollment fee will be waived. For information on requesting a waiver, contact the College Financial Aid Office before you enroll for classes. Financial aid may be available to students who meet the qualification requirements. If you have questions about your eligibility to receive financial aid, please contact the Financial Aid Office. Because there are specific deadlines for financial aid opportunities, you must submit your documents within the time line established by the program issuing funds.

**ENROLLMENT FEE ASSISTANCE:** Los Angeles City College offers enrollment fee assistance to eligible students who are unable to pay the enrollment fee. An Automatic Fee Waiver will be processed for eligible California residents who have a Free Application for Federal Student (FAFSA) on file with the College Financial Aid Office. The enrollment fee waiver is available to students whose families receive TANF, General Assistance or Social Security Benefits. The BOGFW is also available to students whose family income and size Winter within established income levels. Additionally, dependents of veterans of the United States military or the California National Guard, recipients of the Congressional Medal of Honor and children of or dependents of a victim of the September 11 terrorist attack may qualify for the BOGFW. In addition, a dependent of a deceased law enforcement or fire suppression personnel killed in the line of duty may qualify.

## CRITERIA FOR BOARD OF GOVERNORS ENROLLMENT FEE WAIVER 2013-2014

NUMBER IN HOUSEHOLD INCLUDING YOURSELF								
1	2	3	4	5	6	7	8	Plus Add an adl
\$16,755	\$22,695	\$28,635	\$34,575	\$40,515	\$46,455	\$52,395	\$58,335	\$5,940 for each dependent
MAXIMUM TOTAL FAMILY INCOME IN 2011 (adjusted gross and/or untaxed income)								

**ENROLLMENT FEE REFUNDS:** For full-session classes, a full refund of the enrollment fee will be made through the end of the second week of classes. For short-term classes, a full refund is available up to the end of a period equal to ten percent (10%) of the total session length. No refund will be authorized after the periods described above except when college action to cancel or reschedule a class necessitates the drop. Students must request refunds in the Business Office. Credit card refunds will be processed a week after filing the request. **NOTE:** After the second week, fees for dropped classes will be applied to fees for classes added simultaneously or after a drop. No refunds will be given for drop transactions alone. Students are strongly advised to complete add and drop transactions simultaneously, within the authorized dates for doing so.

**FINANCIAL AID REPAYMENT REGULATIONS:** Students who receive federal financial aid and withdraw from courses may have to repay some of the federal funds received prior to withdrawal. All students who receive federal funds and from courses in the first 60% of the term, are subject to Federal Repayment Regulations. The Financial Aid Office will calculate the amount of federal funds earned up to the point of withdrawal and students will be billed and must repay any federal grant funds received but not earned. Failure to repay these funds will result in the denial of future federal financial aid. It is advised that you contact the Financial Aid Office before withdrawing from all of your classes so you understand the results of your actions. For the refund policy on enrollment fees and nonresident tuition, please see the College Schedule of Classes or the College Catalog.

**NON-RESIDENT TUITION FEE \$190 PER UNIT OUT OF STATE RESIDENTS \$207 PER UNIT FOREIGN CITIZENS**

Non-Resident International Students must also pay the enrollment fee of \$46 per unit

**ASSOCIATED STUDENT GOVERNMENT FEE \$7 PER SEMESTER:** The \$7 per semester fee provides students with ASG benefits & services. In addition to preferred parking, you can receive free bluebooks, scantrons, copy and fax, use computers, access the internet, win a book grant, etc. at the ASG Services Center. Students may waive this fee, but every student must comply with the ASG fee in one of two ways: 1) pay the fee, or, 2) submit a Surrender of Benefits form. If you decline all ASG benefits and choose not to pay the fee, you may pick up a Surrender of Benefits form at the Office of Student Life & Leadership Development, Student Union room 219. The completed form must be returned to the Business Office. **NOTE:** During the Summer and Winter Sessions, the fee is \$3.00. Fees may not be refunded after the second week of classes

**STUDENT REPRESENTATION FEE \$1 PER SEMESTER**

This required, non-refundable, fee benefits LACC students by enabling your ASG to respond to legislative issues which impact students directly, i.e. tuition increases, textbook taxes, community college funding. The ASG advocates and lobbies on your behalf and is your legally designated liaison with the college, the District, the State Chancellor's Office and other state and federal governmental organizations. The Student Representation Fee is MANDATORY, however a student may for religious, political, financial or moral reasons refuse to pay the student Rep. Fee. Complete a Student Rep Fee Waiver form available in the Office of Student Life & Leadership Development office, Student Union Building Room 219. The completed Student Rep Fee Waiver must be filed at the Business Office.

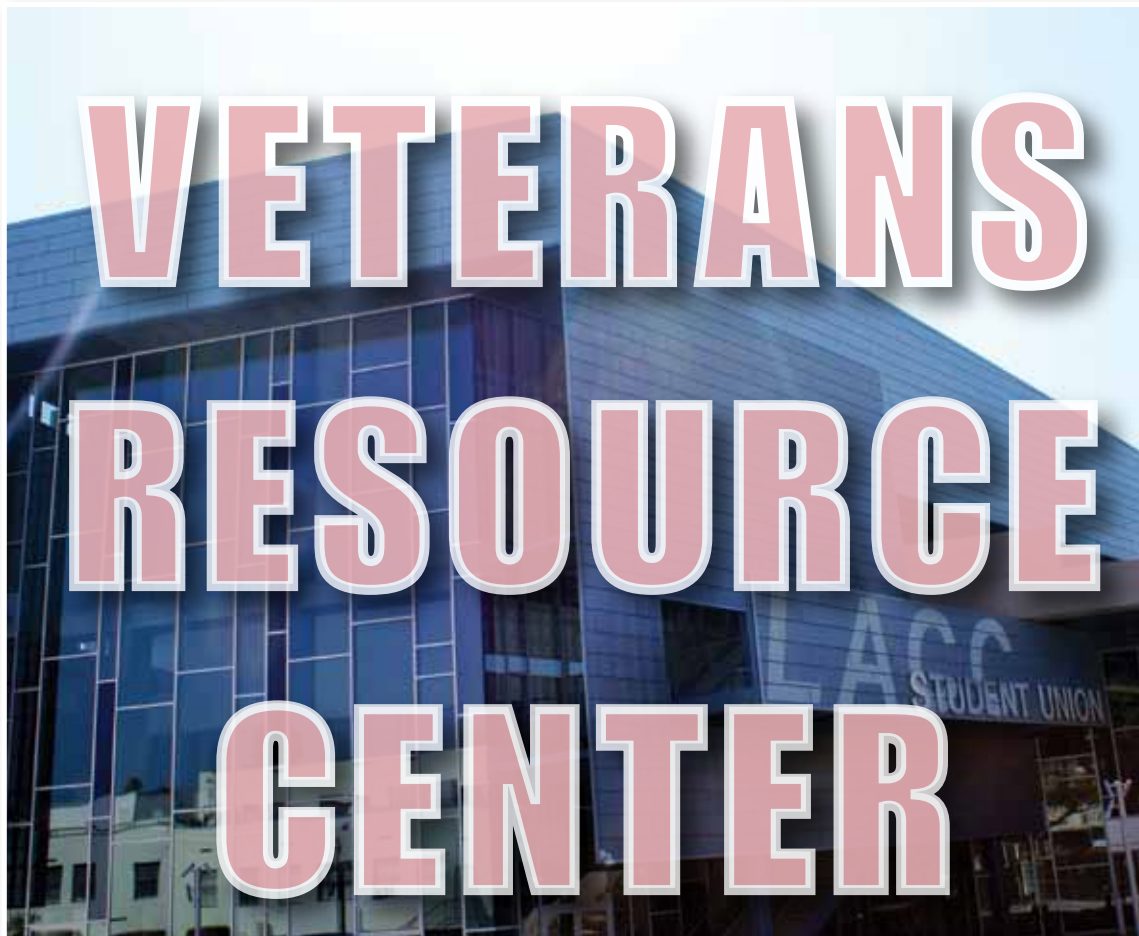
**HEALTH SERVICES FEE \$11 PER SEMESTER:** The Los Angeles Community College District charges an eleven dollar (\$11) mandatory, non-refundable Health Fee. The fee is payable to one campus only and covers the costs of Health Centers at the District's nine campuses. (For waiver information, see "Policies-General.") **NOTE:** During the Winter and Fall semesters, the fee is \$8.00.

**INSTRUCTIONAL MATERIALS FEE:** Students may be required to provide instructional and other materials mandated for a credit/no-credit course. Such materials shall be of continuing value to a student outside the classroom setting and shall not be solely or exclusively available from the Los Angeles Community College District. If you qualify for a fee waiver, you may obtain one at the Student Assistance Center (AD 105).

**PARKING FEE \$20 PER SEMESTER:** Parking in Student Parking Lot #1 & #2 & #3 will be restricted to vehicles displaying a valid permit. A permit is required at all times. There is no free replacement for lost or stolen permits. Permit procedures, fees, and refund information are available under "Parking Policies" in this schedule and in the Business Office.

**Fall Semester Permits: \$20 for Restricted Parking \$27 for Preferred Parking:** Fall or Spring: Preferred Parking \$27 (Lot #1 and Lot #2 (ground floor & structure of Vermont lot)) and Lot #3 (on Heliotrope) AND includes membership in the Associated Student Organization.

**Restricted Parking \$20:** Lot #2 ONLY [structure section of Vermont lot] A limited number of restricted permits are available each semester



**The mission of the Veterans Resource Center is to provide military veterans with the resources, support, and advocacy needed to succeed in higher education.**

**The VRC support our students by providing expansive resources, intergrated educational and community services.**

- One-Stop Shop
- Priority Registration
- Campus Service Referrals
- Orientation
- Veterans Club
- Peer Mentor/ Tutor

**Office Hours**

**Mon - Fri 9:00 a.m. – 4:30 p.m.**

Located at our campus south side at the New Student Union bulding room 218.



**Call for more information at  
(323) 953-4000 Ext. 2125**

# DEGREE & CERTIFICATE PROGRAM

## ACCOUNTING

**Degrees:** Accounting, Bookkeeping  
**Certificates:** Accounting Technician, Automated Accounting.

## ADMINISTRATION OF JUSTICE

**Degrees:** Administration Of Justice, AJ - Specializing in Forensics. **Certificates:** Correctional Institution Officer Training, Evidence Technician/Forensics, Finger Print Classification, Fire Arms Training, Private Investigation.

## ART

**Degrees:** Art-General, Art- Graphic Design.

## BUSINESS

**Degrees:** Advertising, Business Administration, Finance and Banking, Management, Business Offices, Management Small Business, Marketing/Sales.  
**Certificates:** Business Administration, Microcomputer Business Applications, Finance and Banking, Management – Retail, Management - Small Business, Marketing/ Sales.

## CHEMISTRY

**Degrees:** Chemistry - General.

## CHICANO STUDIES

**Degrees:** Chicano Studies.

## CHILD DEVELOPMENT

**Degrees:** Child Development Plan A or B.  
**Certificates:** Child Dev Teacher, Child Dev Teacher - Master Teacher, Child Dev Site Supervisor, Child Dev Associate Teacher, Children with Special Needs, Infant And Toddler Studies, School Age Programs.

## CINEMA

**Degrees:** Cinema Production, Television Production  
**Certificates:** Cinema Production, Television Production, Cinema Video Production, Beginning Cinema & TV Production, Cinema Post- Production, Cinematography, TV Studio Production - Level 1.

## COMPUTER APPS & OFFICE TECH

**Degrees:** Administrative Office Assistant, Computer Applications Specialist, Legal Office Assistant, Medical Office Assistant. **Certificates:** Administrative

Office Assistant, Computer Applications Specialist, Legal Office Assistant, Medical Office Assistant, Clerical Office Assistant, Basic Administrative Office Assistant, Basic Computer Applications, Basic Legal Office, Basic Medical Administrative, Basic Medical Billing, Basic Medical Transcription, Basic Office Communications, Basic Web Page Design, Basic Word Processing.

## COMPUTER SCIENCES / INFORMATION TECHNOLOGY (CSIT)

**Degrees:** Computer Science/Information Tech, Computer Information Systems.  
**Certificates:** Computer Science/ Information Tech, Computer Information Systems, Applications Software, Programming Languages, UNIX Operating System, Computer Networking, Database Administration, Operating Systems, Web Client Technologies, Web Server Technologies.

## COMPUTER TECHNOLOGY

**Degrees:** Computer Technology.  
**Certificates:** Computer Technology, CompTIA A+ Certification, CompTIA Network+ Certification.

## DENTAL TECHNOLOGY

**Degree & Certificates:** Dental Technology.

## ELECTRONICS

**Degrees:** Electronic Systems Technology (Traditional & Fast Track).  
**Certificates:** Electronics – Basic, Electronic Systems Technology, Electronic Sys Tech - Fast Track.

## ENGINEERING

**Degrees:** Engineering - General.

## ENGLISH

**Degrees:** English.

## FAMILY & CONSUMER STUDIES – DIETETICS

**Degrees:** Dietetic Technician.  
**Certificates:** Dietetic Service Supervisor.

## FOREIGN LANGUAGE

**Degrees:** Chinese, French, German, Italian, Japanese, Korean, Spanish.

## HUMANITIES

**Degrees:** Humanities.

## JOURNALISM

**Degrees:** Journalism.

## LAW

**Degrees:** Paralegal Studies, Business Law.

## LIBERAL ARTS

**Degrees:** Liberal Arts.

## MATHEMATICS

**Degrees:** Mathematics.

## MUSIC

**Degrees:** Music. **Certificates:** Music Copyist, Music Technology, Orchestrator/ Arranger, Vocal Performer, Instrumental Performer (Brass, Guitar, Organ, Percussion, Piano, Strings, Woodwinds).

## NURSING

**Degrees:** Nursing, Registered.  
**Certificates:** Certified Nurse Assistant, Home Health Aide.

## PHOTOGRAPHY

**Degrees:** Applied Photography.  
**Certificates:** Photography – Commercial, Photography- Freelance.

## PHYSICS

**Degrees:** Physics - General.

## POLITICAL SCIENCE

**Degrees:** Modern Political Studies.

## PSYCHOLOGY

**Degrees:** Human Services (Generalist & Drug/ Alcohol). **Certificates:** Human Services (Generalist & Drug/ Alcohol)

## RADIOLOGIC TECHNOLOGY

**Degrees Programs:** Radiologic Technology.

## REAL ESTATE

**Degrees:** Real Estate. **Certificates:** Real Estate (Finance, Investment, Marketing).

## SOCIAL SCIENCE

**Degrees:** Latin American Studies.

## THEATER

**Degrees:** Theater- General, Theatre Academy (Acting, Advanced Acting, Costuming, Technical Theater). **Certificates:** Professional Technical Theater, Professional Costuming, Design.

# STUDENT SUCCESS AND SUPPORT PROGRAM

## STUDENT SUCCESS AND SUPPORT PROGRAM

The Student Success and Support Program\* supports the transition of new students into the college by providing them with services that promote academic achievement and successful completion of degrees, transfer preparation, career technical education certificates, or career advancement. Based on student responses to the Los Angeles Community College District application for admission, students self-identify as either matriculating or non-matriculating. Students identified as matriculating are referred to core services: assessment, orientation, and counseling. Students must complete these core services prior to the start of registration in order to receive priority consideration for enrollment. Non-matriculating students are exempt from participating in core services, but they are advised to complete the exemption petition or access these services if they decide to pursue a degree or certificate.

\*Signed by Governor Brown on September 27, 2012, Senate Bill 1456 revised and renamed the Matriculation Act of 1968 as Seymour-Campbell Student Success Act of 2012. Effective January 1, 2013 the Matriculation program is now called the Student Success and Support Program.

Right to Appeal Regarding Student Success and Support Program Services

Any student who feels that assessment, orientation, or counseling services interfere with their right as a student may file an appeal with the Vice President of Student Services, located in AD 207.

## MAJOR CODES

The following majors are offered at Los Angeles City College for which you may receive a certificate or degree.

If you do not find your field of interest, you may indicate "4901.00 Liberal Art" on your enrollment application.

Liberal Arts includes the Humanities and Sciences.

0502.00 Accounting	1305.12 Early Childhood Education-Teacher I	1004.00 Music
0502.00 Accounting Technician	1305.13 Early Childhood Education-Teacher II	1005.00 Music Copyist
2105.00 Administration of Justice	1305.14 Early Childhood Education-Teacher III	1203.30 Nursing: Certified Nursing Assistant
0514.00 Administrative Secretary	0934.01 Electronic Systems	1203.10 Nursing: Registered Nursing
0509.10 Advertising	0934.00 Electronics-Basic	1260.00 Nursing: Pre-Nursing and Health Related Majors-AND
0701.00 Applications Software	0901.00 Engineering	1260.01 Nursing: Pre-Nursing and Health Related Majors-BSN
0201.00 Architecture	0924.00 Engineering and Technology	0514.01 Office Administration Expert
1002.00 Art	1501.00 English	1005.03 Orchestrator/Arranger
1030.00 Art-Graphic Design	0504.00 Finance and Banking	1012.00 Photography
0502.02 Automated Accounting	1102.00 French	1012.01 Photography-Color
0934.21 Biomedical Electronics Technology	1103.00 German	1012.20 Photography-Commercial
0502.03 Bookkeeping	2104.40 Human Services-Drug/Alcohol	1012.02 Photography-Freelance
0501.00 Business Administration	2104.00 Human Services-Generalist	1902.00 Physics
1401.00 Business Law	4903.00 Humanities	0704.00 Programming Languages
0506.30 Business Office Management	1005.01 Instrumental Performer	1225.00 Radiologic Technology
0934.04 Cable Television Technology	1104.00 Italian	0511.00 Real Estate
0799.00 Certified Network Engineer	1108.00 Japanese	0511.01 Real Estate-Finance
1905.00 Chemistry	0602.00 Journalism	0511.02 Real Estate-Investment
2202.10 Chicano Studies	2202.11 Latin American Studies	0511.03 Real Estate-Marketing
1305.00 Child Development-A	1402.00 Legal Assistant/Paralegal	1306.22 School Food Services Manager
1305.00 Child Development-B	0514.10 Legal Secretary	1306.23 School Food Services Supervisor
1107.00 Chinese	4901.00 Liberal Arts	1105.00 Spanish
0612.20 Cinema Production	0506.00 Management	0604.00 Television Production
0612.20 Cinema/Video Production	0506.01 Management-Small Business	1007.00 Theatre-General
0514.02 Clerical Office Assistant	0509.51 Marketing	1007.01 Theatre Academy-Acting
0514.03 Computer Applications Specialist	0509.50 Marketing and Sales	1006.01 Theatre Academy- Costume Construction and Wardrobe Maintenance
0701.00 Computer Information Systems	1701.00 Mathematics	1006.00 Theater Academy- Stage Management and Theater Crafts
0701.04 Computer Operator	1701.01 Mathematics-Computer Science	0300.00 Undecided
0706.00 Computer Science	0514.20 Medical Secretary	1005.02 Vocal Performer
0934.03 Computer Technology	0701.03 Micro-Computer Business Applications	
2105.10 Corrections	0934.02 Microprocessor Systems Technology	
1240.30 Dental Technology	2207.00 Modern Political Studies	
1306.21 Dietetic Service Supervisor		
1306.20 Dietetic Technician		
1305.15 Early Childhood Education-Site Supervisor		

**Van de Kamp Innovation  
Center–LACCD (VDK)  
2930 Fletcher Drive  
Los Angeles, CA 90065  
2nd Floor 323.953-3503**

**FLETCHER**

**SAN FERNANDO RD.**

**Van de Kamp Innovation  
Center–LACCD (VDK)**



### **REUSING A LOS ANGELES LANDMARK**

The LACCD Van de Kamp Innovation Center consists of the restoration adaptive reuse of the historic Van de Kamp's Holland Dutch Bakery and the construction of a New Education Building.

Van de Kamp's was founded in 1915 by Theodore Van de Kamp and Lawrence L. Frank.

Van de Kamp's Holland Dutch Bakery at 2930 Fletcher Drive in Glassell Park was built in 1931 and designed in the Dutch Renaissance Revival style by New York architect, J. Edwin Hopkins. The building, known as the "Taj Mahal of Los Angeles bakeries," served as the headquarters for Van de Kamp's chain of bakeries and coffee shops for more than 75 years.

In 1992, the Bakery was declared a Los Angeles Historical-Cultural monument, Number 569 by the City of Los Angeles.

To preserve historic details, building elements salvaged and rehabilitated include all side façades identified as original Dutch Renaissance Revival architecture, existing steel framed windows, terracotta roof tiles, the existing timber roof and vents, metal railings, brick masonry and the original Van de Kamp's neon sign.

### **PROMISES KEPT**

The LACCD is keeping its promise to provide much-needed educational courses and worker training at the Van de Kamp site. The multiuse center offers courses toward an associate's degree or transfer credits, a high school program and workforce development services.

### **INFORMATION FOR NON-CREDIT COURSES FOR WINTER SESSION 2014**

LACC Non-Credit classes are now being offered at the LACCD Van de Kamp Innovation Center (VDK)! VDK is located at 2930 Fletcher Drive, Los Angeles 90065. Class disciplines range from Basic Skills and ESL to Vocational Education and Citizenship. If you are a new student, please be sure to complete an LACC application and it is advised that you take the placement examination and attend a Non-Credit orientation. Students may register online ([www.lacitycollege.edu](http://www.lacitycollege.edu)) or in-person. For registration information please call Workforce Readiness Academy at (323) 953-4000, Ext. 2230 or 3534 for additional information, or email Director, Nelines Colon-Paladini at [paladin@lacitycollege.edu](mailto:paladin@lacitycollege.edu).



# FINAL EXAM SCHEDULE

**ALL FINAL EXAMS ARE ADMINISTERED  
ON THE LAST DAY OF CLASS.**



# ACADEMIC DEPARTMENTS AND 2014 WINTER SESSION SEMESTER CLASS LISTINGS

The entire 2014 Winter Session Class Schedule is now available online. Remember, continuing students can register for classes, apply for financial aid, and new students may enroll at [lacitycollege.edu](http://lacitycollege.edu)



**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

FOR CURRENT CREDIT CLASS INFORMATION, PLEASE ALWAYS REFER TO THE UPDATED CLASS LISTS BY SUBJECT ON THE COLLEGE WEBSITE.

THE NON-CREDIT CLASS SCHEDULE IS LOCATED ON THE WORKFORCE EDUCATION HOME PAGE AND ALSO THE UPDATED CLASS LISTS BY SUBJECT ON THE COLLEGE WEBSITE.

**ACCOUNTING 017 - PAYROLL ACCOUNTING - 2.00 UNITS**

ADVISORY: English 28 or equivalent. Concerned with procedures and practices involved in a firm's payroll system. Includes familiarizing students with current State and Federal laws with respect to computation of regular and overtime pay, withholding of payroll taxes, computation of employer's payroll taxes, and the preparation of payroll tax returns and reports.

0161	LEC	7:00 hrs	TBA	TIWARI, B G	ON LINE
ACCTG 17 Online (0161) is taught over the Internet with mandatory on-campus orientation and test sessions at LACC. Orientation: 4:30 p.m., Mon., Jan. 6, AD 316. For more info, contact Professor Tiwari at <a href="mailto:tiwaribg@lacitycollege.edu">tiwaribg@lacitycollege.edu</a>					

**ACCOUNTING 031 - MATHEMATICS OF ACCOUNTING (CSU) - 3.00 UNITS**

This course is for Accounting students. Business students See Business 38. Credit allowed for only one of Accounting 31 or Business 38.

0162	LEC	10:30 hrs	TBA	TIWARI, B G	ON LINE
ACCTG 31 Online (0162) is taught over the Internet with mandatory on-campus orientation and test sessions at LACC. Orientation: 4:30 p.m., Mon., Jan. 6, AD 316. For more info, contact Professor Tiwari at <a href="mailto:tiwaribg@lacitycollege.edu">tiwaribg@lacitycollege.edu</a>					

**ADMINISTRATION OF JUSTICE 002 - CONCEPTS OF CRIMINAL LAW (UC:CSU) - 3.00 UNITS**

The students learn the basic principles of the evolution of the English Common Law with emphasis on sections of the California Penal Code most frequently used by police officers.

3112	LEC	6:50 pm - 9:25 pm	MTWTh	CABALLERO, J C	CHEM 112
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**ADMINISTRATION OF JUSTICE 005 - CRIMINAL INVESTIGATION (CSU) - 3.00 UNITS**

This course will cover the fundamentals of a criminal investigation. Topics include: Interviews and interrogations, evidence collection and analysis and case preparation for court.

1098	LEC	8:00 am - 10:35 am	MTWTh	SWEETMAN, T N	CHEM 107
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**ANATOMY 001 - INTRODUCTION TO HUMAN ANATOMY (UC:CSU) - 4.00 UNITS**

ADVISORIES: English 21 and Biology 3. In this basic course in human anatomy, students learn the key structures of human organs and organ systems through lectures and demonstrations. Each student dissects a mammal that is comparable in structure to the human body.

0157	LEC	9:00 am - 11:25 am	MTWTh	CENQUIZCA, L A	SCI 120
AND	LAB	12:00 pm - 2:25 pm	MTWTh	CENQUIZCA, L A	SCI 120
3007	LEC	4:00 pm - 6:25 pm	MTWTh	DAFTARI, S	SCI 120
AND	LAB	7:00 pm - 9:25 pm	MTWTh	DAFTARI, S	SCI 120

**ANTHROPOLOGY 101 - HUMAN BIOLOGICAL EVOLUTION (UC:CSU) - 3.00 UNITS**

ADVISORY: English 28. This course examines evolutionary theory, human genetics, classification, an introduction to primates, the hominid fossil record, classification, and modern human variation. Students will be able to underline the historical path to natural selection, describe the five factors of the evolutionary process, identify biological characteristics of primates, discuss features of primate behavior, diagram the origin of mankind through comparing skulls from the hominid fossil record, and interpret modern human variation.

1088	LEC	10:30 hrs	TBA	BARTELT, B A	ON LINE
This section is an <b>Online Course</b> . Students need to have a current email address on file with LACC. For info email <a href="mailto:bartelba@lacitycollege.edu">bartelba@lacitycollege.edu</a>					

1092	LEC	10:30 hrs	TBA	BARTELT, B A	ON LINE
This section is an <b>Online Course</b> . Students need to have a current email address on file with LACC. For info email <a href="mailto:bartelba@lacitycollege.edu">bartelba@lacitycollege.edu</a>					

**ART 201 - DRAWING I (UC:CSU) - 3.00 UNITS**

NOTE: Art 201 and 501 are prerequisites for many Art courses and meet the General Humanities requirements for Graduation Plan B. Students explore various drawing approaches and media. They develop observational skills and understanding of composition, as well as personal expression.

0121	LEC	8:00 am - 9:40 am	MTWTh	PALEY, L H	DH 109
AND	LAB	9:40 am - 11:00 am	MTWTh	PALEY, L H	DH 109

**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

FOR CURRENT CREDIT CLASS INFORMATION, PLEASE ALWAYS REFER TO THE UPDATED CLASS LISTS BY SUBJECT ON THE COLLEGE WEBSITE.

THE NON-CREDIT CLASS SCHEDULE IS LOCATED ON THE WORKFORCE EDUCATION HOME PAGE AND ALSO THE UPDATED CLASS LISTS BY SUBJECT ON THE COLLEGE WEBSITE.

**ART 501 - BEGINNING TWO-DIMENSIONAL DESIGN (UC:CSU) - 3.00 UNITS**

NOTE: Art 501 and 201 are prerequisites for many Art courses and meet the general Humanities requirement for Graduation Plan B. Differentiate the elements and principles of design and discover how each contributes to the quality of a composition. The basic elements of two-dimensional design include line, shape, value, space, texture and color are introduced, along with such principles as rhythm, repetition, contrast, balance, pattern, harmony and volume. They along with form, are presented as visual building blocks of a vocabulary necessary to the process of making visual statements.

0122	LEC	11:30 am	-	1:10 pm	MTWTh	CAUFIELD, P J	DH 113
AND	LAB	1:10 pm	-	2:30 pm	MTWTh	CAUFIELD, P J	DH 113

**ART HISTORY 103 - ART APPRECIATION 1 (CSU) - 3.00 UNITS**

The student learns about art forms and media in traditional and contemporary styles, including terminology and problems of definition, meaning, and evaluation in the visual arts.

0132	LEC	1:50 pm	-	4:25 pm	MTWTh	LOPEZ, E C	FH B19
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**ART HISTORY 110 - SURVEY OF ART HISTORY I (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. The student explores the development of art and architecture from prehistory through the medieval period, emphasizing the cultural context of the West, and its major points of contact with the non European world.

0119	LEC	8:00 am	-	10:35 am	MTWTh	SCHWAB, N W	FH B19
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**ART HISTORY 120 - SURVEY OF ART HISTORY II (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. Students learn about the development of Art from the time of the Renaissance to the Early 20th Century. Emphasis is placed on the cultural context of the West while major points of artistic contact with the Non-European world are considered. This course provides an overview of art and architecture from the Renaissance to the Contemporary period.

0120	LEC	10:50 am	-	1:25 pm	MTWTh	SCHWAB, N W	FH B19
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**ASTRONOMY 001 - ELEMENTARY ASTRONOMY (UC:CSU) - 3.00 UNITS**

ADVISORY: English 28 or concurrent enrollment in Learning Skills 1 or 7. A fascinating look into the general principles and the fundamental facts of astronomy. This introductory course is designed for the non-technical student. Topics covered include the history and science of astronomy, the solar system, our sun, stars, galaxies and cosmology. No college math preparation is needed. If a student wishes to transfer this as a lab science course, the student must also complete Astronomy 5.

0134	LEC	8:00 am	-	10:35 am	MTWTh	STAFF, S C	SCI 126
0137	LEC	4:00 pm	-	6:35 pm	MTWTh	STAFF, S C	SCI 132

**ASTRONOMY 005 - FUNDAMENTALS OF ASTRONOMY LABORATORY (UC:CSU) - 1.00 UNITS**

ADVISORY: Astronomy 1. A presentation of the methods and techniques used by astronomers to determine the nature of the universe. This course involves working with and learning the operation of Astronomical instruments and equipments including the 12 inch telescope housed in the Los Angeles City College Observatory.

0135	LAB	10:50 am	-	1:15 pm	MTWTh	STAFF, S C	SCI 208
0136	LAB	6:50 pm	-	9:25 pm	MTWTh	STAFF, S C	SCI 208

**BIOLOGY 003 - INTRODUCTION TO BIOLOGY (UC:CSU) - 4.00 UNITS**

ADVISORY: English 21. In this survey course for nonmajors, students learn general biological principles, activities, and the relationships of living organisms to each other and the world they live in with emphasis on their correlations to the human organism. The course includes a study of the nutritional, medical, and genetic aspects of the modern world.

0159	LEC	9:00 am	-	11:25 am	MTWTh	GARCIA, M J	SCI 103
AND	LAB	12:00 pm	-	2:25 pm	MTWTh	GARCIA, M J	SCI 104
3008	LEC	4:00 pm	-	6:25 pm	MTWTh	LE, A H	SCI 103
AND	LAB	7:00 pm	-	9:25 pm	MTWTh	LE, A H	SCI 104

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**BIOLOGY 025 - HUMAN BIOLOGY (UC:CSU) - 3.00 UNITS**

ADVISORY: Eligibility for English 21. In this survey course for the nonscience major, students explain the principle human organ systems according to structure and function and examine the problems of pollution, population control and preservation of the natural environment.

0168	LEC	11:00 am - 2:20 pm	TWTh	SHAHBAZIAN, F M	SCI 130
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**BUSINESS 001 - INTRODUCTION TO BUSINESS (UC:CSU) - 3.00 UNITS**

ADVISORY: English 28 or equivalent. A survey of business including forms of business organization, finance, personnel problems, marketing, managerial aids, business government relations; and business.

3009	LEC	6:50 pm - 9:25 pm	MTWTh	EGEREGOR, A E	AD 311
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**CHEMISTRY 060 - INTRODUCTION TO GENERAL CHEMISTRY (UC:CSU) - 5.00 UNITS**

PREREQUISITE: Math 115 or Placement Exam. ADVISORIES: English 28 and 67 or English 31.

0126	LEC	8:00 am - 10:35 am	MTWTh	LANDBERG, B E	SCI 111
AND	LAB	10:50 am - 2:10 pm	MTWTh	LANDBERG, B E	SCI 301
AND	LAB	10:50 am - 2:10 pm	MTWTh	DINH, K L	SCI 305
0127	LEC	8:00 am - 10:35 am	MTWTh	LANDBERG, B E	SCI 111

**CHICANO STUDIES 008 - THE MEXICAN-AMERICAN IN THE HISTORY OF THE UNITED STATES II (UC:CSU) - 3.00 UNITS**

A survey of U.S. history from the end of the Civil War to the present with emphasis on the Mexican-American's social, economic, and political development. Covers the U.S. Constitution. (Same credit as History 12 and African-American Studies 5).

1084	LEC	10:30 hrs	TBA	GUERRERO, C R	ON LINE
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This section is an **Online Course**. Students need to have a current email address on file with LACC. For info email [guerreocr@lacitycollege.edu](mailto:guerreocr@lacitycollege.edu)

**CHILD DEVELOPMENT 001 - CHILD GROWTH AND DEVELOPMENT (UC:CSU) - 3.00 UNITS**

CO-REQUISITES: English 21 or 73, or higher. ADVISORY: Learning Skills 3E Vocabulary (1 unit). An introductory Child Development course that examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There is an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages.

3001	LEC	4:00 pm - 6:25 pm	MTWTh	TER-POGOSYAN, A	CD 215
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**CHILD DEVELOPMENT 002 - EARLY CHILDHOOD: PRINCIPLES AND PRACTICES (CSU) - 3.00 UNITS**

CO-REQUISITES: English 28 or 31 or equivalent; and Child Development 1. NOTE: Verification of Mantoux test (or chest X-Ray) is required. A survey course which compares and analyzes historical as well as current models of early childhood programs. Students examine the underlying theoretical principles of developmentally appropriate practices applied to programs and environments. Emphasis is placed on the key role of relationships, constructive adult-child interactions and teaching strategies that support physical, social, creative and intellectual development of children and lead to desired learning outcomes. Professional development and career paths based upon CA Child Developmental Permit Matrix will be discussed.

3002	LEC	6:50 pm - 9:25 pm	MTWTh	TER-POGOSYAN, A	CD 220
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0245	LEC	10:30 hrs	TBA	MILLER, K M	ON LINE
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This section is an **Online Course**. Students need to have a current email address on file with LACC. For info email [millerkm@lacitycollege.edu](mailto:millerkm@lacitycollege.edu)

4600	LEC	3:30 pm - 6:05 pm	MTWTh	GUTIERREZ, L	RFK HIGH
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This section is held **Off Campus**: Robert F. Kennedy Schools at 701 S. Catalina Street, Los Angeles 90005

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**CHILD DEVELOPMENT 034 - OBSERVING AND RECORDING CHILDREN'S BEHAVIOR (CSU) - 3.00 UNITS**

PREREQUISITES: Child Development 1 or equivalent and English 28 and 67. NOTE: Verification of annual Mantoux test or chest x-ray is required. Students learn the appropriate use of assessment and observation strategies to document development, growth, play and learning to join with families and professionals in promoting children's success. Recording strategies, rating systems, portfolios, and multiple assessment tools are explored.

3015	LEC	3:30 pm - 6:50 pm	TWTh	SBURLAN, A F	CD 210
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**CINEMA 001 - INTRODUCTION TO MOTION PICTURE PRODUCTION (UC:CSU) - 3.00 UNITS**

Open to all students. Required of all Cinema Majors. A comprehensive introduction to film video production techniques and equipment.

0100	LEC	8:00 am - 9:30 am	MTWTh	ROSSITIER, C C	CC 176
AND	LAB	9:30 am - 11:00 am	MTWTh	ROSSITIER, C C	CC 176

**CINEMA 003 - HISTORY OF MOTION PICTURES (UC:CSU) - 3.00 UNITS**

Required of all first-semester Cinema Majors. Open to all others. History of the development of motion pictures, with examples, from their beginnings to the present day. Emphasis is placed on the American feature film.

0101	LEC	3:00 pm - 4:30 pm	MTWTh	BEAL, L F	CC 176
AND	LAB	4:30 pm - 6:00 pm	MTWTh	BEAL, L F	CC 176

**CINEMA 004 - HISTORY OF THE DOCUMENTARY FILM (UC:CSU) - 3.00 UNITS**

Students examine the development of films dealing with the truth. Non fiction films seen and discussed include: historical, animated, propaganda, educational, commercial, personal and participatory, cinema verite and direct cinema. Students will develop critical standards for judging documentary films.

0102	LEC	11:30 am - 1:00 pm	MTWTh	SAMUELSON, M G	CC 176
AND	LAB	1:00 pm - 2:30 pm	MTWTh	SAMUELSON, M G	CC 176

**COMMUNICATION STUDIES 101 - ORAL COMMUNICATION I (UC:CSU) - 3.00 UNITS**

ADVISORY: English 101 with a satisfactory grade, or appropriate placement score. Students study the theory and techniques of public speaking in a democratic society. They learn discovery, development, and criticism of ideas in public discourse through research, reasoning, organization, composition, presentation, and evaluation of various types of speeches including informative and persuasive extemporaneous public speeches utilizing effective outlines, structure and style.

0109	LEC	8:00 am - 10:35 am	MTWTh	KALUSTIAN, M	FH 218
0110	LEC	10:50 am - 1:25 pm	MTWTh	KALUSTIAN, M	FH 218
0111	LEC	1:50 pm - 4:25 pm	MTWTh	KOCH, M	FH 120
0112	LEC	4:00 pm - 6:35 pm	MTWTh	AUGUSTE, N C	FH 218
3000	LEC	6:50 pm - 9:25 pm	MTWTh	AUGUSTE, N C	FH 120

4601	LEC	3:30 pm - 6:05 pm	MTWTh	PALLOS, C	NEW HIGH
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*This section is held **Off Campus**: New Designs Charter School at 2303 Figueroa Way, Los Angeles 90007*

**COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 031 - BUSINESS ENGLISH (CSU) - 3.00 UNITS**

PREREQUISITES: English 28 and 67. Students learn English grammar and punctuation rules; practice in writing sentences and paragraphs.

0165	LEC	10:50 am - 1:25 pm	MTWTh	SAMBRANO, R	DH 204
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**COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 032 - BUSINESS COMMUNICATIONS (CSU) - 3.00 UNITS**

PREREQUISITES: CAOT 1 and 31 with a satisfactory grade or better. (Credit allowed for only one of either CAOT 32 or Supervision 12.) Principles and techniques of composing a variety of business communications.

0166	LEC	8:00 am - 10:35 am	MTWTh	BELL, B	DH 204
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**COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 044 - MEDICAL TERMINOLOGY (CSU) - 3.00 UNITS**

Students develop an understanding of medical terminology through a study of word roots, prefixes, and suffixes and body systems. Students' emphasis is also given to spelling, pronunciation, and definitions.

0167	LEC	10:50 am	-	1:25 pm	MTWTh	BRONSON SMITH, C	DH 202
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**COMPUTER SCIENCE-INFORMATION TECHNOLOGY 101 - INTRODUCTION TO COMPUTERS AND THEIR USES (UC:CSU) - 4.00 UNITS**

Students receive instruction in computer hardware, software, terminology, ethics, and social impact, plus an overview of operating systems, word processing, spreadsheets, database management systems, and telecommunications and networks. A general computer literacy course open to all students.

0171	LEC	8:30 am	-	11:05 am	MTWTh	PASHAZADEH MONAJ	FH 208
AND	LAB			1:50 hrs	TBA	PASHAZADEH MONAJ	ON LINE
3012	LEC	6:00 pm	-	8:35 pm	MTWTh	STAFF, S C	FH 208
AND	LAB			1:50 hrs	TBA	STAFF, S C	ON LINE

**COMPUTER SCIENCE-INFORMATION TECHNOLOGY 103 - INTRODUCTION TO COMPUTER SYSTEMS FOR MIS (UC:CSU) - 4.00 UNITS**

Students receive an introduction to computers for a one-semester transfer course or for certificates or a degree in CSIT. Topics include computers, programming and systems design, programming languages and flowcharting. Laboratory includes word processing, spreadsheets, database concepts and extensive programming in Visual BASIC.

0172	LEC	8:30 am	-	11:05 am	MTWTh	FLORES, L A	FH 202
AND	LAB			1:50 hrs	TBA	FLORES, L A	ON LINE
3013	LEC	6:00 pm	-	8:35 pm	MTWTh	SAMPLEWALA, M	FH 202
AND	LAB			1:50 hrs	TBA	SAMPLEWALA, M	ON LINE

**FOR LACC/UCLA MASTER CERAMIST PROGRAM CLASSES  
PLEASE CONTACT THE DENTAL DEPARTMENT OFFICE AT  
323-953-4000, EXT. 2500 or EXT. 2501**

**DENTAL TECHNOLOGY 100 - INTRODUCTION TO THE DENTAL LABORATORY - 2.00 UNITS**

Open to all college students. ADVISORY: English 73 or above. Orientation to the field of dental laboratory technology, including ethics, jurisprudence, history, and categories of training and employment.

0103	LEC	11:00 am	-	11:50 am	MTWTh	GERSTEL, M J	SCI 313
AND	LAB	11:50 am	-	2:15 pm	MTWTh	GERSTEL, M J	SCI 313

**DENTAL TECHNOLOGY 102 - DENTAL ANATOMY AND TERMINOLOGY - 3.00 UNITS**

ADVISORY: English 21 or equivalent. Open to all college students. The students learn about oral cavity and dental terminology, including morphology and function of primary and secondary human dentition, occlusion concepts and anatomical landmarks. Additionally, the students learn the significance of: skull of osteology, myology and tooth supporting structures histology.

0105	LEC	8:00 am	-	10:25 am	MTWTh	COHEN, A S	SCI 132
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**DENTAL TECHNOLOGY 106 - DENTAL MATERIALS - 3.50 UNITS**

PREREQUISITE: Dental Technology 100. ADVISORY: English 73 or above. Study of the physical properties, composition, and uses of dental materials by lecture and demonstration. Covers basic physics, math, and chemistry as related to the dental lab profession.

0104	LEC	8:00 am	-	10:10 am	MTWTh	COHEN, D B	SCI 307
AND	LAB	10:10 am	-	12:20 pm	MTWTh	COHEN, D B	SCI 307

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**ECONOMICS 001 - PRINCIPLES OF ECONOMICS I (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. A course in microeconomics introducing the principles and methods of economic analysis, economic institutions, and issues of economic policy. Emphasis is placed upon production, distribution and consumption of goods and services. Also the allocation of scarce economic resources, and the distribution of income through the private enterprise system.

1085	LEC		10:30 hrs	TBA	HOLZNER, J E	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC.</i>						

**ENGLISH 028 - INTERMEDIATE READING AND COMPOSITION - 3.00 UNITS**

PREREQUISITES: English 21 or 97 or 6A or Placement Exam. COREQUISITE: English 67. Students receive instruction in techniques of writing at the college level. Students develop writing and reading skills, with emphasis on grammar, various essay forms, and analysis of fiction and non-fiction materials.

1064	LEC	8:00 am - 10:35 am	MTWTh	YOUNG SINGLETON, A A	JH 213
1065	LEC	10:50 am - 1:25 pm	MTWTh	RYAN, J M	JH 213
0179	LEC	10:50 am - 1:25 pm	MTWTh	MANILL, L F	JH 211
1076	LEC	1:50 pm - 4:25 pm	MTWTh	RYAN, J M	JH 213
3105	LEC	4:00 pm - 6:35 pm	MTWTh	MURRAY, G A	JH 211
3106	LEC	6:50 pm - 9:25 pm	MTWTh	IRELAND, S P	JH 213

**ENGLISH 067 - WRITING LABORATORY (NDA) - 0.50 UNITS**

Individual help in improving college writing: organization, clarity, and mechanics.

1072	LAB	3:20 hrs	TBA	MEDICI, J A	JH 318
3110	LAB	3:20 hrs	TBA	MEDICI, J A	JH 318

**ENGLISH 101 - COLLEGE READING AND COMPOSITION I (UC:CSU) - 3.00 UNITS**

PREREQUISITE: English 20. ADVISORY: English 67. The student receives an introduction to English fundamentals in formal academic writing, focusing on basic grammar, reading, and writing skills.

1066	LEC	8:00 am - 10:35 am	MTWTh	NISHIMURA, J M	JH 201
1067	LEC	10:50 am - 1:25 pm	MTWTh	LAPP, R E	JH 201
1068	LEC	1:50 pm - 4:25 pm	MTWTh	LAPP, R E	JH 201
3107	LEC	4:00 pm - 6:35 pm	MTWTh	BECKETT, A	JH 311
3108	LEC	6:50 pm - 9:25 pm	MTWTh	SALERNO, M	JH 201

1073	LEC		10:30 hrs	TBA	MULLER, D N	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:mullerdn@lacitycollege.edu">mullerdn@lacitycollege.edu</a></i>						

3014	LEC		10:30 hrs	TBA	TAMAYO, F J	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:tamayofj@lacitycollege.edu">tamayofj@lacitycollege.edu</a></i>						

**ENGLISH 102 - COLLEGE READING AND COMPOSITION II (UC:CSU) - 3.00 UNITS**

PREREQUISITE: English 101 or equivalent. ADVISORY: English 108. Students study literature and literary criticism in order to develop critical thinking, reading and writing skills, with an emphasis on logical reasoning, analysis, and strategies of argumentation.

1069	LEC	10:50 am - 1:25 pm	MTWTh	RUIZ, D J	JH 311
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1074	LEC		10:30 hrs	TBA	PATTHEY, G G	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:patthegg@lacitycollege.edu">patthegg@lacitycollege.edu</a></i>						

0178	LEC		10:30 hrs	TBA	TAMAYO, F J	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:tamayofj@lacitycollege.edu">tamayofj@lacitycollege.edu</a></i>						



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**ENGLISH 103 - COMPOSITION AND CRITICAL THINKING (UC:CSU) - 3.00 UNITS**

PREREQUISITE: English 101 or equivalent. ADVISORY: English 108. Development of logical, argumentative, and analytical thinking through examination of written and other types of cultural texts.

1070	LEC	10:50 am	-	1:25 pm	MTWTh	ROBINSON NEARY, K A	JH 313
1071	LEC	1:50 pm	-	4:25 pm	MTWTh	GIARELLI, J A	JH 313
3109	LEC	6:50 pm	-	9:25 pm	MTWTh	ZIMBLER, J L	JH 313

0177	LEC			10:30 hrs	TBA	KENDALL, E W	ON LINE
<i>This section is an Online Course. Students need to have a current email address on file with LACC. For info email <a href="mailto:kendalew@lacitycollege.edu">kendalew@lacitycollege.edu</a></i>							

1075	LEC			10:30 hrs	TBA	RUIZ, D J	ON LINE
<i>This section is an Online Course. Students need to have a current email address on file with LACC. For info email <a href="mailto:ruidj@lacitycollege.edu">ruidj@lacitycollege.edu</a></i>							

**FAMILY AND CONSUMER STUDIES 021 - NUTRITION (UC:CSU) - 3.00 UNITS**

CO-REQUISITES: English 21 and 67 or equivalent. NOTE: For online sections students must have a valid email address registered with Admissions at the time of enrollment. For online assistance, refer to the ETUDES Tutorial at <http://www.lacitycollege.edu/online/menu.htm>. If you cannot enroll due to an online class being full, please continue to try and enroll online daily. If a student should drop, you could get a place. Students learn the scientific concepts of Nutrition in a lecture interactive format evaluating how lifestyle, diet, food/nutrition/nutrient excess and deficiencies; phytochemicals; food safety; food technology affect diseases and assessment of nutrition in human development from conception through maturity. Personal dietary assessment, synthesizing data from computerized dietary program and family tree, appraises nutritional disease risk factors. Students evaluate excesses and deficiencies and construct practices that establish and maintain a healthy lifestyle and result in a healthier mind, healthier nutritional eating practices, enhancing the spirit and nourishing the body.

0244	LEC			10:30 hrs	TBA	BIGELOW, O E	ON LINE
<i>This section is an Online Course. Students need to have a current email address on file with LACC. For info email <a href="mailto:bigeloe@lacitycollege.edu">bigeloe@lacitycollege.edu</a></i>							

**FAMILY AND CONSUMER STUDIES 031 - MARRIAGE AND FAMILY LIFE (UC:CSU) - 3.00 UNITS**

PREREQUISITE: English 21 or English 73 or equivalent. Interpersonal growth and development are explored over the course of the family life cycle. Examines the impact of social, psychological and economic forces that affect the family.

0180	LEC	9:00 am	-	12:10 pm	TWTh	STAFSKY, G B	CD 215
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**FINANCE 002 - INVESTMENTS (CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. Students receive the essentials of the principles of investment, the various types of investments, the operations of investment markets, and sources of information.

0169	LEC			10:30 hrs	TBA	ALMURDAAH, A Z	ON LINE
<b>FINANCE 2 Online (0169)</b> this is an Online Course; there will not be an orientation for this class. Log in instructions will be emailed to you one week before class starts. Log in to review the syllabus, pay close attention to due dates. For info email <a href="mailto:almurdaz@lacitycollege.edu">almurdaz@lacitycollege.edu</a>							

**FINANCE 008 - PERSONAL FINANCE AND INVESTMENTS (CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. Students receive and apply the principles of accounting, banking, finance, office methods, management, and production, to one's personal affairs. Family budgeting, consumer credit, home ownership, life and property insurance, investments and savings plans, social security and retirement plans.

0163	LEC			10:30 hrs	TBA	ALMURDAAH, A Z	ON LINE
<b>FINANCE 8 Online (0163)</b> this is an Online Course; there will not be an orientation for this class. Log in instructions will be emailed to you one week before class starts. Log in to review the syllabus, pay close attention to due dates. For info email <a href="mailto:almurdaz@lacitycollege.edu">almurdaz@lacitycollege.edu</a>							

**GEOGRAPHY 001 - PHYSICAL GEOGRAPHY (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or its equivalent. Students learn about basic scientific principles of geography such as Earth-Sun relationships, weather and climate, ecosystems and biomes, anthropogenic pollution and climate change, earth's internal structure and processes, and surface topography. Students will also learn basic map reading and geographic literacy.

0123	LEC	10:50 am	-	1:25 pm	MTWTh	CONTI, M R	SCI 111
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**GEOGRAPHY 015 - PHYSICAL GEOGRAPHY LABORATORY (UC:CSU) - 2.00 UNITS**

ADVISORIES: English 28 and 67 and Geography 1. Students learn to interpret physical maps, including weather maps and topographic maps, as well as perform hands-on exercises that explore Earth-Sun relationships, atmospheric temperature, pressure and moisture, climate and biomes, plate tectonics and volcanoes, and landforms.

0124	LEC	8:00 am	-	8:50 am	MTWTh	CONTI, M R	SCI 204
AND	LAB	8:50 am	-	10:35 am	MTWTh	CONTI, M R	SCI 204
0125	LEC	1:50 pm	-	2:40 pm	MTWTh	GORCIK, R H	SCI 204
AND	LAB	2:40 pm	-	4:25 pm	MTWTh	GORCIK, R H	SCI 204

**GEOLOGY 001 - PHYSICAL GEOLOGY (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or its equivalent. In this is elementary course, the student learns Earth's internal and external forces and the features that these forces create. Students study minerals, rocks, volcanoes, earthquakes, mountain building, plate tectonics, tsunami, global warming, natural resources, and alternative energy resources.

0128	LEC	8:00 am	-	10:35 am	MTWTh	SCRIVNER, P J	SCI 126
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**GEOLOGY 006 - PHYSICAL GEOLOGY LABORATORY (UC:CSU) - 2.00 UNITS**

ADVISORIES: English 28 and 67; Geology 1. In this is elementary course the student learns to identify hand samples of minerals and rocks using a hands-on approach. The student also learns to develop topographic and geologic maps in great detail, including changing map scales using dimensional analysis and analyzing aerial photographs.

0189	LEC	10:50 am	-	11:40 am	MTWTh	SCRIVNER, P J	SCI 200
AND	LAB	11:40 am	-	1:25 pm	MTWTh	SCRIVNER, P J	SCI 200

**HEALTH 008 - WOMEN'S PERSONAL HEALTH (UC:CSU) - 3.00 UNITS**

This course will present information on health issues unique to women physiological and psychological aspects of nutrition, hygiene, sexuality, reproduction, drug use, and diseases common to women will be considered.

0150	LEC	10:50 am	-	1:25 pm	MTWTh	GEVANYAN, A	KINN 128
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**HEALTH 011 - PRINCIPLES OF HEALTHFUL LIVING (UC:CSU) - 3.00 UNITS**

The course offers health-related concepts for today and the future as guidelines for a self-directed, responsible, satisfying, and productive lifestyle. Emphasis is on cognitive concepts and strategies of wellness for the individual's personal community, vocational, and leadership roles.

0152	LEC	8:00 am	-	10:35 am	MTWTh	CANO, T D	KINN 128
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0151	LEC			10:30 hrs	TBA	CAIRNS, N J	ON LINE
<p><i>This section is an <b>Online Course</b>. The class will meet January 6, 2014 in Library 329 at 10:00 am for orientation. Students need to have a current email address on file with LACC. For info email <a href="mailto:cairnsnj@lacitycollege.edu">cairnsnj@lacitycollege.edu</a></i></p>							

**HISTORY 001 - INTRODUCTION TO WESTERN CIVILIZATION I (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. A study of the main cultural, economic and political trends and events from the rise of civilization in the Near East to the eve of the French Revolution.

3122	LEC	6:50 pm	-	9:25 pm	MTWTh	SHERIDAN, P D	FH 214
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**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

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**HISTORY 011 - POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES I (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. Students survey the political and social history of the United States from the colonial period through the Civil War and Reconstruction.

1083      LEC      10:50 am - 1:25 pm      MTWTh      STAFF, S C      FH 212

1082	LEC	10:30 hrs	TBA	ECKFORD, W V	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:eckforwv@lacitycollege.edu">eckforwv@lacitycollege.edu</a></i>					

**HISTORY 012 - POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU) - 3.00 UNITS**

ADVISORY: English 28 or equivalent. NOTE: Meets the State requirements and degree requirements in U.S. History, U.S. Constitution, and California State and Local Government.

1104      LEC      10:50 am - 1:25 pm      MTWTh      STAFF, S C      FH 214

**HISTORY 086 - INTRODUCTION TO WORLD CIVILIZATION I (UC:CSU) - 3.00 UNITS**

Traces the development of interrelationships of the major world civilizations and their cultural traditions and contributions for the earliest times to the era of European expansion to the sixteenth century.

3123      LEC      6:50 pm - 9:25 pm      MTWTh      STAFF, S C      FH 221

**HUMANITIES 006 - GREAT PEOPLE, GREAT AGES (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67. Introduction to ideas and methods in the Humanities. Exploration of the way in which individuals and groups create meaning in their lives and in the world around them.

1093      LEC      8:00 am - 10:35 am      MTWTh      WALZER, A H      JH 119

**HUMANITIES 008 - GREAT WOMEN IN THE HUMANITIES (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67. Students are introduced to the ideas and methods in gender studies. A wide range of conceptions of gender identities across cultures and historical eras are explored. Various course topics covered include: how women have resisted oppression, how women have found sources of power in family, friends, work and education, how sexuality is constructed across time and place, and how gender relations continue to evolve.

1094      LEC      10:50 am - 1:25 pm      MTWTh      WALZER, A H      JH 119

**LAW 001 - BUSINESS LAW I (UC:CSU) - 3.00 UNITS**

Students examine the U.S. legal system, focusing on the legal aspects of business; court procedures relating to business law; torts and criminal laws as related to various business practices; elements of a valid contract; breach of contracts and its remedies; sales and lease contracts.

1077      LEC      10:50 am - 1:25 pm      MTWTh      LEWIS, R P      CHEM 107

**LAW 003 - CIVIL RIGHTS AND THE LAW (UC:CSU) - 3.00 UNITS**

The student examines the law and related problems concerning civil rights, due process, freedom of expression, freedom of religion, racial equality, and democratic processes. The emphasis is on recent court decisions and international trends.

3111      LEC      4:00 pm - 6:35 pm      MTWTh      DUFFY, T E      CHEM 107

**LEARNING SKILLS 001A - READING (NDA) - 1.00 UNITS**

Individualized reading instruction for English as a Native Language (ENL) and English as a Second Language (ESL) students from beginning to advanced college level. Students will progress from reading sentences and paragraphs to short selections and excerpts from novels.

1100      LAB      10:30 hrs      TBA      ALLEN, J F      LS 209

**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

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**LEARNING SKILLS 002A - ENGLISH FUNDAMENTALS (NDA) - 1.00 UNITS**

This course is a review of beginning to advanced grammar. It is designed to cover the basic structure of the sentence, parts of speech, phrases, clauses, and agreement, and verb usage.

1102	LAB	10:30 hrs	TBA	DES VIGNES, M	LS 209
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**LEARNING SKILLS 010A - MATHEMATICS FUNDAMENTALS (NDA) - 1.00 UNITS**

Individualized review of basic mathematics skills involving whole number properties, order of operations, exponents, prime numbers, and fractions. Depending upon the diagnostic assessment, students will be placed in an appropriate program. Students may enroll through the twelfth week of the semester.

1099	LAB	10:30 hrs	TBA	ADELEYE, A	LS 209
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**LEARNING SKILLS 010B - MATHEMATICS FUNDAMENTALS (NDA) - 1.00 UNITS**

Individualized review of basic mathematics skills involving fractions and decimals. Depending upon the diagnostic assessment, students will be placed in an appropriate program. Students may enroll through the twelfth week of the semester.

1101	LAB	10:30 hrs	TBA	VANGOR, R A	LS 209
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**MANAGEMENT 013 - SMALL BUSINESS ENTREPRENEURSHIP (CSU) - 3.00 UNITS**

Students receive the fundamentals of how to organize and operate a small business.

0170	LEC	10:30 hrs	TBA	HASTEY, R B	ON LINE
<p><b>MGMT13 Online (0170)</b> there will not be an orientation for this class. Log in instructions will be emailed to you one week before class starts. Log in to review the syllabus and pay close attention to due dates. For info email <a href="mailto:hasteyrb@lacitycollege.edu">hasteyrb@lacitycollege.edu</a></p>					

**MATHEMATICS 112 - PRE-ALGEBRA (NDA) - 3.00 UNITS**

PREREQUISITE: Mathematics 105 or equivalent. The student can, in this course, bridge the gap between arithmetic and algebra. Topics include operations with signed numbers, order of operations, evaluating expressions and formulas, rules of integer exponents, distributive property, working with polynomials, solving simple equations, working with graphs, linear equations, word problems, and basic geometry. NOTE: "\*" denotes homework and/or tests will be done on computers

0138*	LEC	10:15 am - 12:20 pm	MTWThF	SOW, N M	FH 102
0139	LEC	1:00 pm - 3:05 pm	MTWThF	ABAYACHI, M A	FH 108
3003	LEC	6:00 pm - 8:35 pm	MTWTh	KING, W S	FH 102

**MATHEMATICS 113 - ELEMENTARY ALGEBRA A - 3.00 UNITS**

PREREQUISITE: Mathematics 112 or equivalent. Mathematics 113 and 114 together are equivalent to Mathematics 115 (see course description for Mathematics 115). Credit is allowed in only one Mathematics 115, or the Mathematics 113 and 114 combination. Simultaneous enrollment in Math 113 and 114 is not permitted.

0143	LEC	8:00 am - 10:05 am	MTWThF	VARDANYAN, V V	FH 102
0144	LEC	1:00 pm - 3:05 pm	MTWThF	VARDANYAN, V V	FH 310

**MATHEMATICS 115 - ELEMENTARY ALGEBRA - 5.00 UNITS**

PREREQUISITE: Mathematics 112 or equivalent. This course is for students who have had no algebra or whose preparation in algebra is deficient. Topics in this course include variables, polynomials, equations, factoring, system of linear equations, graphs, inequalities and quadratic equations. NOTE: "\*" denotes homework and/or tests will be done on computers.

0148*	LEC	9:00 am - 12:30 pm	MTWThF	WINDSOR, K R	FH B16
0149*	LEC	1:00 pm - 4:30 pm	MTWThF	PAYNE, N	FH B06
3005	LEC	5:30 pm - 10:00 pm	MTWTh	ZAKABI, L T	FH 310

**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

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**MATHEMATICS 121 - ESSENTIALS OF PLANE GEOMETRY - 3.00 UNITS**

PREREQUISITE: Mathematics 115 or equivalent. This course covers the definitions, axioms and theorems of geometry relating to angles, lines, circles and polygons. Basic constructions are introduced. The meaning and techniques of logical proofs are heavily emphasized.

0145	LEC	10:15 am - 12:20 pm	MTWThF	ABAYACHI, M A	FH 110
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**MATHEMATICS 125 - INTERMEDIATE ALGEBRA - 5.00 UNITS**

PREREQUISITE: Mathematics 115 or equivalent. Students study the laws of exponents, equations in one variable (linear, quadratic, and some of higher degree), systems of linear and non-linear equations, graphical representations, exponential and logarithmic functions, complex numbers, and binomial theorem. NOTE: "\*" denotes homework and/or tests will be done on computers.

0153	LEC	9:00 am - 12:30 pm	MTWThF	KHAWAZA, Z	FH 310
0154	LEC	9:00 am - 12:30 pm	MTWThF	LAM, K T	FH 108
0155	LEC	1:00 pm - 4:30 pm	MTWThF	BERNS, J A	FH 102
3006*	LEC	5:30 pm - 10:00 pm	MTWTh	NIKOLAYCHUK, A	FH B14

**MATHEMATICS 227 - STATISTICS (UC:CSU) - 4.00 UNITS**

PREREQUISITE: Mathematics 125 or equivalent. This course is an introduction to probability, descriptive and inferential statistics including measures of central tendency and dispersion, sampling, and estimation. Hypothesis testing, analysis of variance, test of independence, linear correlation and regression analysis also are covered. NOTE: "\*" denotes homework and/or tests will be done on computers.

0147*	LEC	1:00 pm - 3:50 pm	MTWThF	SOW, N M	FH 110
3004	LEC	6:00 pm - 9:30 pm	MTWTh	KAVIANI, K	FH 112

**MATHEMATICS 240 - TRIGONOMETRY (CSU) - 3.00 UNITS**

PREREQUISITES: Mathematics 125 or equivalent and Mathematics 121 or equivalent. The student applies analytical trigonometry to solve right and oblique triangles. Topics include inverse trigonometric functions and trigonometric equations.

0146	LEC	8:00 am - 10:10 am	MTWThF	KAVIANI, K	FH 110
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**MATHEMATICS 260 - PRE-CALCULUS (UC:CSU) - 5.00 UNITS**

PREREQUISITE: Mathematics 240 or equivalent. Students prepare for calculus, which covers the properties of polynomial, rational, algebraic, trigonometric, inverse trigonometric, exponential and logarithmic identities and equations, trigonometric form of complex numbers and DeMoivre's Theorem, conic sections with translation and rotation of axes, nonlinear systems of equations and inequalities, vector algebra with dot and cross products, polar coordinates and graphs of polar functions, partial fractions and mathematical induction.

0156	LEC	9:00 am - 12:30 pm	MTWThF	DEKERMENJIAN, G	FH B14
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**MICROBIOLOGY 020 - GENERAL MICROBIOLOGY (UC:CSU) - 4.00 UNITS**

ADVISORY: Eligibility in English 21 or its equivalent and Chemistry 60. Students examine diseases produced by microorganisms including an introduction to bacterial classification, cytology, physiology, growth, reproduction, sterilization, disinfection and the applied fields of bacteriology. Bacteriological techniques are emphasized in the laboratory.

0160	LEC	11:00 am - 1:25 pm	MTWTh	PHOMMASAYSY, S	SCI 112
AND	LAB	2:00 pm - 4:25 pm	MTWTh	PHOMMASAYSY, S	SCI 112

**MUSIC 101 - FUNDAMENTALS OF MUSIC (UC:CSU) - 3.00 UNITS**

For the non-music major. A study of the fundamentals of music including notation, major and minor key signatures and scales, intervals, time signatures and rhythms, and triads. Some sight reading and ear training is included. Satisfies Humanities requirement.

0116	LEC	8:00 am - 10:35 am	MTWTh	STAFF, S C	DH 309
0117	LEC	10:50 am - 1:25 pm	MTWTh	STAFF, S C	DH 309
0142	LEC	10:50 am - 1:25 pm	MTWTh	KELLY, K J	DH 305

**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

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**MUSIC 111 - MUSIC APPRECIATION I (UC:CSU) - 3.00 UNITS**

Open to all students. Required of Music Majors. The student learns about masterpieces of western music from the Middle Ages to the present day with an emphasis on perceptive listening. Topics include the elements of music, musical forms, music periods, styles, and the role of music and musicians in the western world. Fulfills humanities requirements for graduation.

0118	LEC	8:00 am - 10:35 am	MTWTh	STAFF, S C	FACS 105
0140	LEC	10:50 am - 1:25 pm	MTWTh	GENGARO, C L	FACS 105

**MUSIC 400 - VOICE FUNDAMENTALS (UC:CSU) - 1.00 UNITS**

This course concentrates on basic fundamentals of singing, using vocal exercises and simple songs. Emphasis is placed on developing an understanding of the singing voice, the body as a musical instrument, and the vocal potential of each student.

0141	LAB	10:50 am - 12:20 pm	MTWTh	STAFF, S C	DH 306
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**MUSIC 650 - BEGINNING GUITAR (UC:CSU) - 2.00 UNITS**

The student learns basic positioning of body and hands, music notation and reading, finger picking and chord accompaniment. Designed for students with no previous musical training. Student must provide own guitar.

0129	LEC	10:50 am - 11:35 am	MTWTh	NEWTON, G P	DH 302
AND	LAB	11:35 am - 1:25 pm	MTWTh	NEWTON, G P	DH 302

**NURSING, REGISTERED 152 - EXPANDED PRACTICE AND PRINCIPLES OF PEDIATRIC NURSING II (CSU) - 7.00 UNITS**

PREREQUISITE: Nursing 151 with a "C" grade or better. This course emphasizes moving toward leadership and independent practice as a specialty Pediatric Nurse.

6122	LEC	9:00 am - 7:30 pm	T	SIMPSON TURK, J Y	FIEL D
AND	LAB	7:00 am - 9:10 pm	WThF	SIMPSON TURK, J Y	FIEL D
6132	LEC	9:00 am - 2:50 pm	MT	SIMPSON TURK, J Y	FIEL D
AND	LAB	7:00 am - 9:10 pm	WThF	STAFF, S C	FIEL D
6162	LEC	9:00 am - 7:30 pm	F	SIMPSON TURK, J Y	FIEL D
AND	LAB	7:00 am - 10:50 pm	SU	SIMPSON TURK, J Y	FIEL D

**PHILOSOPHY 001 - INTRODUCTION TO PHILOSOPHY (UC:CSU) - 3.00 UNITS**

ADVISORY: English 28 or equivalent. The following questions and their relevance to our daily lives will be discussed: Does life have meaning? Does God exist? Do we possess free will? What is truth? What is the good life?

1078	LEC	8:00 am - 10:35 am	MTWTh	TORRES, J	LS 203
1080	LEC	10:50 am - 1:25 pm	MTWTh	CRITELLI, M J	CHEM 112
3114	LEC	4:00 pm - 6:35 pm	MTWTh	GIOVANINI, V O	JH 119
3118	LEC	6:50 pm - 9:25 pm	MTWTh	GIOVANINI, V O	JH 119

**PHILOSOPHY 006 - LOGIC IN PRACTICE (UC:CSU) - 3.00 UNITS**

ADVISORY: English 28. This course in critical thinking is intended to develop understanding of logical principles and their application to everyday life in such areas as advertising, newspapers, etc.

1079	LEC	10:50 am - 1:25 pm	MTWTh	TORRES, J	LS 203
1081	LEC	1:50 pm - 4:25 pm	MTWTh	KAUFMAN, S M	CHEM 112

**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

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**PHYSIOLOGY 001 - INTRODUCTION TO HUMAN PHYSIOLOGY (UC:CSU) - 4.00 UNITS**

PREREQUISITE: Anatomy 1. ADVISORY: English 21 or its equivalent. For pre-nursing, radiation technology, medical techs, pre-professional students and allied health students. Students examine and learn the general principles of physiology with special emphasis upon the human body.

0158	LEC	8:00 am	-	10:25 am	MTWTh	GONSALVES, G G	SCI 114
AND	LAB	10:45 am	-	1:10 pm	MTWTh	GONSALVES, G G	SCI 114
3011	LEC	4:30 pm	-	6:55 pm	MTWTh	KHOLLESI, K	SCI 114
AND	LAB	7:00 pm	-	9:25 pm	MTWTh	KHOLLESI, K	SCI 114

**POLITICAL SCIENCE 001 - THE GOVERNMENT OF THE UNITED STATES (UC:CSU) - 3.00 UNITS**

Students study the U.S. Constitution and the major principles, institutions and policies of the American Federal system. Meets Associate in Arts degree requirements in U. S. History. and U.S. Constitution.

1091	LEC	10:35 am	-	1:10 pm	MTWTh	AARON, M	FH 221
3121	LEC	6:50 pm	-	9:25 pm	MTWTh	STAFF, S C	FH 212

1086	LEC			10:30 hrs	TBA	MEYER, J N	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:meverjn@lacitycollege.edu">meverjn@lacitycollege.edu</a></i>							

1087	LEC			10:30 hrs	TBA	AARON, M	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:aaronm@lacitycollege.edu">aaronm@lacitycollege.edu</a></i>							

**POLITICAL SCIENCE 002 - MODERN WORLD GOVERNMENTS (UC:CSU) - 3.00 UNITS**

ADVISORY: English 28/31 or equivalent. Modern World Governments is a comparative study of the constitutional institutions and political problems of selected governments abroad.

3124	LEC	6:50 pm	-	9:25 pm	MTWTh	STAFF, S C	FH 216
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**PSYCHOLOGY 001 - GENERAL PSYCHOLOGY I (UC:CSU) - 3.00 UNITS**

Students learn the psychological principles behind behaviors such as learning, motivation, intelligence, feelings and emotions, personality, abnormal behavior and methods of adjustment. Different psychological perspectives such as psychoanalysis, neuroscience, cognitive, behaviorism and humanism will be emphasized.

0174	LEC	8:00 am	-	10:35 am	MTWTh	MIKAELIAN, L	CHEM 201
1060	LEC	8:00 am	-	10:35 am	MTWTh	SEDGHI, D M	CHEM 210
1061	LEC	10:50 am	-	1:25 pm	MTWTh	SEDGHI, D M	CHEM 210
3100	LEC	4:00 pm	-	6:35 pm	MTWTh	WHEELER, M J	CHEM 210
3101	LEC	6:50 pm	-	9:25 pm	MTWTh	WHEELER, M J	CHEM 210

**PSYCHOLOGY 002 - BIOLOGICAL PSYCHOLOGY (UC:CSU) - 3.00 UNITS**

Students learn to explain psychological behavior as a result and cause of events taking place in the brain, nervous systems, and genes. Students learn to explain the relationship of biological events to psychopathology, sexuality, motivation, sleep, stress, emotions, perception, and learning.

1062	LEC	10:50 am	-	1:25 pm	MTWTh	PAVLIK, A L	CHEM 101
3115	LEC	4:00 pm	-	6:35 pm	MTWTh	HERRING, F H	CHEM 201
3102	LEC	6:50 pm	-	9:25 pm	MTWTh	HERRING, F H	CHEM 101

**PSYCHOLOGY 003 - PERSONALITY AND SOCIAL DEVELOPMENT (CSU) - 3.00 UNITS**

PREREQUISITE: Psychology 1. ADVISORY: English 28/31 or equivalent. The student focuses on self-awareness and personality development. Topics considered include love, work, loneliness, death and loss, intimate relationships, sex roles and sexuality, and values in life.

3116	LEC	6:50 pm	-	9:25 pm	MTWTh	RIFKIN, T	CHEM 201
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**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

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**PSYCHOLOGY 014 - ABNORMAL PSYCHOLOGY (UC:CSU) - 3.00 UNITS**

PREREQUISITE: Psychology 1. An overview of abnormal behavior from the perspective of contemporary medical, psycho-social, and socio-cultural approaches. Abnormal disorders are described, and their major causes and treatment are reviewed.

3113	LEC	6:50 pm	-	9:25 pm	MTWTh	VASQUEZ, E A	CHEM 106
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**PSYCHOLOGY 041 - LIFE-SPAN PSYCHOLOGY: FROM INFANCY TO OLD AGE (UC:CSU) - 3.00 UNITS**

PREREQUISITE: Psychology 1. This course familiarizes the student with physical, cognitive and social growth and change affecting individuals during their many life stages. Periods examined include prenatal, neonatal, infancy, childhood, adolescence, adulthood and old age.

1063	LEC	8:00 am	-	10:35 am	MTWTh	PAVLIK, A L	CHEM 101
3103	LEC	6:50 pm	-	9:25 pm	MTWTh	MIKAELIAN, L	LS 201

**PSYCHOLOGY 064 - INTRODUCTION TO ALCOHOL AND DRUG ABUSE (CSU) - 3.00 UNITS**

This course is an introduction to the: physiology and psychopharmacology of drugs and alcohol, theories of addiction, historical overview of treatment, drug classification, social policy and drug abuse, and the issues of relapse, rehabilitation and recovery.

3117	LEC	6:50 pm	-	9:25 pm	MTWTh	WHITE, G B	LS 203
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**RADIOLOGIC TECHNOLOGY 243 - PRINCIPLES AND PRACTICES OF FLUOROSCOPY - 3.00 UNITS**

PREREQUISITES: Radiologic Technology 106 and 140. Students differentiate the factors influencing patient fluoroscopic radiation dose. Students also learn how to identify fluoroscopic and ancillary equipment. Students are introduced to assembling the components of closed circuit television systems and they conduct the fluoroscopic examination by applying the regulatory provisions and radiation safety procedures.

3044	LEC	5:00 pm	-	6:20 pm	MTWThF	RADTKE, J G	RT 1
AND	LAB	6:25 pm	-	7:45 pm	MTWThF	RADTKE, J G	RT 1

**RADIOLOGIC TECHNOLOGY 209 - PHARMACOLOGY AND VENIPUNCTURE WITH BASIC LIFE SUPPORT (BLS) (CSU) - 3.00 UNITS**

0175	LEC	11:00 am	-	11:35 am	MTWThF	RADTKE, J G	RT 1
AND	LAB	11:45 am	-	3:50 pm	MTWThF	RADTKE, J G	RT 1

**RADIOLOGIC TECHNOLOGY 210 - QUALITY MANAGEMENT (CSU) - 3.00 UNITS**

0176	LEC	4:00 pm	-	4:35 pm	MTWThF	ALFARO, A O	RT 5
AND	LAB	4:40 pm	-	7:15 pm	MTWThF	ALFARO, A O	RT 5

**REAL ESTATE 001 - REAL ESTATE PRINCIPLES (CSU) - 3.00 UNITS**

Open to all students. ADVISORIES: English 28 and 67. Students study the principles, economic aspects, and laws of real estate, including the information needed to obtain a real estate sales/brokers license and /or for better management of personal real estate investments. Topics include legal descriptions and estates, encumbrances, agencies, contracts, financing, appraisal, escrow and title, leases, urban economics, taxation, and vocational careers.

3010	LEC	6:50 pm	-	9:25 pm	MTWTh	DUFFY, T E	CHEM 107
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**RUSSIAN 010 - RUSSIAN CIVILIZATION (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. A survey of Russian civilization from the early stages to the present, highlighting important historical and cultural developments, social institutions, religion, literature, art, music and Russia's contribution to the world.

1097	LEC	8:00 am	-	10:35 am	MTWTh	STROM, M A	JH 113
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**LOS ANGELES CITY COLLEGE  
WINTER 2014 CREDIT CLASS SCHEDULE  
JANUARY 6, 2014 – FEBRUARY 9, 2014**

FOR CURRENT CREDIT CLASS INFORMATION, PLEASE ALWAYS REFER TO THE UPDATED CLASS LISTS BY SUBJECT ON THE COLLEGE WEBSITE.

THE NON-CREDIT CLASS SCHEDULE IS LOCATED ON THE WORKFORCE EDUCATION HOME PAGE AND ALSO THE UPDATED CLASS LISTS BY SUBJECT ON THE COLLEGE WEBSITE.

**SOCIOLOGY 001 - INTRODUCTION TO SOCIOLOGY (UC:CSU) - 3.00 UNITS**

ADVISORY: Eligible for English 28 or equivalent. An introductory course acquaints students with the major principles of sociology as they are applied to contemporary social problems.

1090	LEC	10:50 am	-	1:25 pm	MTWTh	RODRIGUEZ, F J	FH 216
1103	LEC	10:50 am	-	1:25 pm	MTWTh	CLARK, A	FH 210

1089	LEC	10:30 hrs		TBA		CLARK, A	ON LINE
<i>This section is an <b>Online Course</b>. Students need to have a current email address on file with LACC. For info email <a href="mailto:clarka@lacitycollege.edu">clarka@lacitycollege.edu</a></i>							

**SPANISH 001 - ELEMENTARY SPANISH I (UC:CSU) - 5.00 UNITS**

ADVISORIES: English 28 AND 67 or equivalent. Credit allowed for only one of Spanish 1 OR Spanish 21 and 22 together. Student receives practice in the pronunciation, grammar, practical vocabulary, and useful phrases in Spanish. In addition, basic facts of the geography, customs and culture of the Spanish speaking world are presented. NOTE: Spanish 35 is strongly recommended for Spanish speakers.

0173	LEC	10:50 am	-	3:20 pm	MTWTh	PARADA, Y	JH 112
AND	LAB			3:20 hrs	TBA	PARADA, Y	JH 115

**SPANISH 010 - LATIN-AMERICAN CIVILIZATION (UC:CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. The histories, cultures and arts of Latin America are explored. Differences and similarities between the countries that comprise Latin America, noting forces that unify as well as divide, is the focus of the course. Students also explore the relationship between Latin America and the United States throughout their histories.

1096	LEC	8:00 am	-	10:25 am	MTWTh	MORIN, J O	JH 112
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**SUPERVISION 001 - ELEMENTS OF SUPERVISION (CSU) - 3.00 UNITS**

ADVISORIES: English 28 and 67 or equivalent. Students develop leadership abilities used in supervisory positions in business and industry.

0164	LEC	10:30 hrs		TBA		HASTEY, R B	ON LINE
<b>SUPV 1 Online (0164)</b> there will not be an orientation for this class. Log in instructions will be emailed to you one week before class starts. Log in to review the syllabus and pay close attention to due dates. For info email <a href="mailto:hasteyrb@lacitycollege.edu">hasteyrb@lacitycollege.edu</a>							

**THEATER 100 - INTRODUCTION TO THE THEATER (UC:CSU) - 3.00 UNITS**

ADVISORY: English 101. A survey study of the various elements of the theatre.

0115	LEC	8:00 am	-	10:35 am	MTWTh	STAFF, S C	THEA 102
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**THEATER 200 - INTRODUCTION TO ACTING (UC:CSU) - 3.00 UNITS**

Through lecture, discussion, demonstration, and limited participation exercises, the student is introduced to the art and craft of acting.

0130	LEC	10:50 am	-	1:25 pm	MTWTh	STAFF, S C	AD 305
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**THEATER 240 - VOICE AND ARTICULATION FOR THE THEATER (UC:CSU) - 3.00 UNITS**

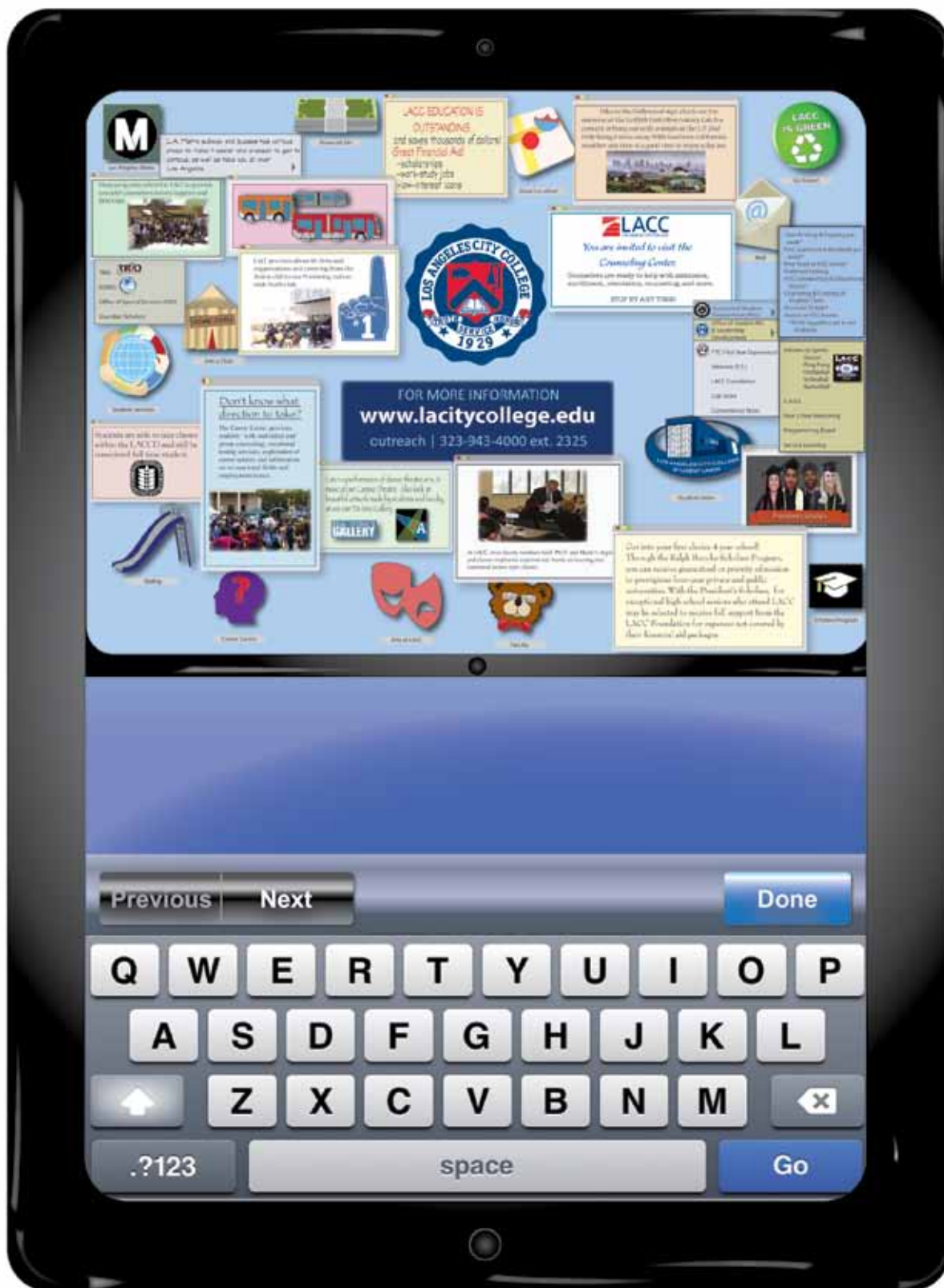
0131	LEC	1:50 pm	-	4:25 pm	MTWTh	ROUNTREE, J J	AD 305
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**THEATER 262 - SPECIAL PROJECTS (CSU) - 2.00 UNITS**

PREREQUISITE: Theatre Arts 270. Advanced students are given the opportunity to plan, rehearse, stage and produce approved all student projects for presentation before student audiences.

0113	LAB	14:10 hrs		TBA		FERREIRA, L W	THEA 218
0114	LAB	14:10 hrs		TBA		STAFF, S C	THEA 113

# QUICK REFERENCE TO STUDENT AND CAMPUS SERVICES POLICES AND GENERAL INFORMATION.



## ATTENTION: FRESHMEN

### Jump Start Your Education with Outreach and Recruitment!

This office coordinates the college's outreach and recruitment efforts to area high schools. In addition to onsite campus visitations and presentations, the outreach team conducts community activities to encourage high school seniors to start college at LACC. Academic and financial advising is also provided.

**Eligibility:** Any entering freshman student accepted to LA City College in the fall may apply.

Reasons to contact the Outreach and Recruitment team:

- Free classes for credit to prepare for the rigor of college classes
- Assistance with paperwork to get ready for the fall semester
- Orientation Reception for you and your parents
- Introduction to special LA City College programs in research, medicine, career preparation, etc.
- Free diagnostic testing on learning styles, study skills, science processing skills and personal organization.

It's just FUN!!!

For more information contact:  
High School Outreach  
Cesar Chavez Building- Administration Office 207  
(323) 953-4000-Ext 2325  
Visit: [www.lacitycollege.edu](http://www.lacitycollege.edu).



### Why Attend Orientation?

- Develop a "Student Educational Plan" (SEP) & get help selecting the right classes
- Learn about Important Dates & Financial Aid
- Understand how to use telephone and online registration; how to "Add" or "Drop" classes; how to read the class schedule; fees & policies

### How Do I Make An Orientation Appointment?

- Online at [www.lacitycollege.edu](http://www.lacitycollege.edu)  
In-Person at AD 103, ext. 2264.



# Go To College.

# We'll Pay For It.



## California Community Colleges Can Help You Afford College and Build A Better Future

Traditional Age Students, Older Students, Full and Part-time students are all eligible to apply for financial aid including

### **\$0.00 Tuition**

**Board of Governors (BOG) Fee Waiver covers \$46/per unit fees (application at back of schedule)**

**Money You DON'T HAVE TO PAY BACK For Tuition, Books & Expenses**

**Grants** are state and federal funds available to students that you never have to pay back.

They include Federal Pell Grants (up to \$5,550 per year); Cal Grants (as much as \$1,473 per year for eligible California residents); Chafee Grants (up to \$5,000 per year for former foster youth).

Scholarships are gift-aid awarded on the basis of merit, and/or academic excellence, and/or financial need and/or other criteria such as major, leadership or gender.

### **On-Campus Jobs to Help Meet Your Expenses**

**FEDERAL WORK-STUDY IS SELF-HELP AID.**

This program offers federal subsidized jobs for students, almost all of which are on campus.

### **Low-Interest Loans**

There are a number of loan programs available to students to assist with tuition, books and living expenses.

Visit LACC's Financial Aid information Office for information on these programs - SSV 117

Student Service programs including **EOP&S**, **TRIO** and **CARE** also provide book grants, child care and more.

# Get to Work

Through the Workforce certificate programs, you can train for the first step on the career ladder of in-demand, satisfying careers in **JUST 1 YEAR**. These certificates require only **3 to 6 classes**

- **In-Home Supportive Services Skills**
- **Workplace Literacy Skills**
- **Job Readiness Skills**
- **Retail Sales and Customer Service Skills**
- **Green Technology**

**CONTACT WORKFORCE READINESS ACADEMY STAFF AT (323) 953-4000 EXT. 2230 LACC**

## COMMUNITY SERVICES CLASSES AT LACC

For More Information or a Class Schedule:  
[www.communityservices.lacitycollege.edu](http://www.communityservices.lacitycollege.edu)

**(323) 953-4000**  
**Extension 2650**  
Administration Building

THE LOS ANGELES CITY COLLEGE COMMUNITY SERVICES PROGRAM PROVIDES A FULL RANGE OF **NOT-FOR-CREDIT CLASSES** AND PROGRAMS DESIGNED TO MEET THE EDUCATIONAL, SOCIAL, RECREATIONAL, CULTURAL AND CIVIC NEEDS OF PEOPLE IN THE COLLEGE COMMUNITY. CLASSES TYPICALLY RANGE IN COST FROM \$30 TO \$130.

- **WEEKDAYS**
- **WEEKENDS**
- **SINGLE SESSIONS**
- **CLASES EN ESPAÑOL**
- **DAY & EVENING CLASSES**
- **FOR ADULTS & CHILDREN**

Our on-campus registration window is now in the Administration Bldg. Room 112 – opposite the LACC Business Office on Heliotrope Drive.

- SALSALSA
- FLORAL DESIGN
- YOGA
- JEWELRY MAKING
- GED
- SECURITY GUARD
- ZUMBA
- BALLET
- JUDO
- ACTING
- SAT PREP
- SWIMMING CLASSES

# INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM



Completion of all of the requirements in the Intersegmental General Education Transfer CURRICULUM will permit a student to transfer from Los Angeles City College to a campus in either the California State University or University of California system without the need, after transfer, to take additional lower-division, General Education courses to satisfy campus General Education requirements

The course requirements for all areas must be completed before the IGETC can be certified. All courses must be completed with grades of "C" or better. IGETC units will be certified by the graduation clerks when verified by LACC Counselors. Pass Along will be honored from other community colleges for courses approved for the IGETC. You must complete the IGETC before transferring. (Completion and certification of the IGETC may not fulfill the Admissions Requirements for the UC or CSU.)

**AREA 1: ENGLISH COMMUNICATION CSU:** three courses required, one from each group below. UC: two courses required, one each from group A and B.

- **Group A:** English Composition Select 1 course, 3 semester units (minimum): English 101.
- **Group B:** Critical Thinking English Composition Select 1 course, 3 semester units (minimum): English 102, 103, Philosophy 5
- **Group C:** Oral Communication 3 semester units (CSU ONLY); Speech Communication 101, 102 and 121 (Students transferring to the UC do not have to meet this requirement.)

## AREA 2: MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

Select 1 course, 3 semester units (minimum):  
Math 227, 230, 236, 237, 245, 260, 261, 262, 263, 270, 272, 275.

## AREA 3: ARTS AND HUMANITIES

At least 3 courses, with one from the Arts and one from the Humanities and one from either Arts or Humanities, nine semester units (minimum).

### 3A: ARTS

Afro Am 60; Art 101, 102, 103, 105, 107, 109; Chicano 52; Cinema 3, 4; Dance 805; Music 111, 121, 122, 135; Photo 34; Theater 338, 400.

### 3B: HUMANITIES

Afro Am 20; Arabic 3; ASL 3; Chicano 44; Chinese 3, 4, 10; English 203, 204, 205, 206, 208, 211, 212, 214, 215, 216, 219, 239, 240, 252, 253, 255, 270; French 3, 4, 10; History 3, 4, 7, 86, 87; Human 6, 8, 20, 30, 31, 41, 42, 44, 45, 47, 61, 63; Italian 10; Japan 3, 4, 9; Korean 3, 4, 10; Ling 1; Philos 1, 14, 20, 30, 32, 40; Russian 3, 4, 10, 12; Spanish 3, 4, 5, 6, 9, 10; Theater 100, 110.

## AREA 4: SOCIAL & BEHAVIORAL SCIENCES

At least three courses from two disciplines or an interdisciplinary sequence: 9 semester units (min) Afro Am 4, 5, 7; Anthro 102, 103, 121, 151; Chicano 7, 8; Child Dev 1; Econ 1, 2; Geog 2; History 1, 2, 3, 4, 7, 11, 12, 13, 59, 73, 78, 81, 82, 86, 87, 88; Law 3; Ling 2; Pol Sci 1; Psych 1, 13, 18; Soc 1, 2, 11, 12, 32; Speech 121, 122  
*max credit, one course*

- History 11, Afro Am 4 and Chicano 7 combined  
*max credit, one course*
- History 12, Afro Am 5 and Chicano 8 combined

## AREA 5: PHYSICAL & BIOLOGICAL SCIENCES

Two courses, one Physical Science course and one Biological Science course; at least one must include a laboratory 7-9 sem. units (minimum)

### 5A: PHYSICAL SCIENCES

Astronomy 1, 5, 10, 11; Chem 60, 101, 221; Earth 1; Geog 1, 15; Geology 1, 6;  
Ocean 1; Phys Sc 1, 14; Physics 6, 11, 12, 14, 21, 101, 102, 103

### 5B: BIOLOGICAL SCIENCES

Anatomy 1; Anthro 101, 111; Bio 3, 6, 7, 25; Micro 1, 20, Physiol 1; Psych 2

NOTE: Courses underlined indicate those with a laboratory component.

## (UC REQUIREMENT ONLY)

### LANGUAGE OTHER THAN ENGLISH

Proficiency in any foreign language can be met by passing 2 years of a foreign language in high school with a grade of C or better, 2 years attendance at a foreign junior high or high school, proving competency by an acceptable exam, or choosing one of the following courses at a level II or higher: ASL, Arabic, Armenian, Chinese, French, Italian, Japanese, Korean, Russian, Spanish.

If proficiency was met in high school, transcript must be provided (no units granted for HS coursework).

## (CSU ONLY)

Choose 1 course from A, 1 course from B

A. Afro Am 4, 5; Chicano 8; History 11, 12, 13, 81, 82

B. Afro Am 7; Pol Sci 1

Not part of IGETC, but may be completed prior to transfer. For IGETC Certification purposes, courses used to satisfy this CSU graduation requirement may also be used to satisfy IGETC area IV. If a course is used to satisfy both IGETC area IV and CSU, some CSU campuses may require students to take an additional course(s) after transfer.

# CSU – GENERAL EDUCATION CERTIFICATION



Students pursuing the Bachelor's Degree from a California State University shall complete a pattern of General Education Courses. A student may complete 39 units of the General Education pattern at the community college. Students who are certified with 39 semester units of lower division General Education-Breadth courses will be required to complete a minimum of 9 semester units of upper division General Education work after transfer. Courses to be used for Area A and B3 (Mathematics) must be completed with a "C" grade or better.

The California State University assigns a high priority to California community college transfer students who have completed the first two years of the baccalaureate programs (60-70 units). Students transferring with the 60-unit minimum enter at junior level standing and may begin their upper division work if all prerequisites have been completed.

## A

### ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING (9 UNITS MIN.)

Complete one course from each section.

1. Speech 101, 102, 121
2. English 101
3. English 102, 103; Philosophy 5,6,8,9; Psychology 66; Speech 104

## B

### SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING (9 UNITS MIN.)

Select one course from Physical Science, one course from Life Science with at least ONE Laboratory course from either, and one course from Mathematics Quantitative Reasoning.

B-1. Physical Science: Astron 1, 5, 10, 11; Chem 60, 101, 221; Earth 1; Electrn 101; Geog 1, 15, Geology 1, 6; Ocean 1; Phys Sc 1, 14; Physics

6, 11, 12, 14, 21, 101, 102, 103

B-2. Biological Sciences: Anatomy 1, Anthro 101, 111; Bio 3, 6, 7, 25; Micro 1, 20; Physiol 1; Psych 2

B-3. Laboratory Activity: A corresponding lab course must be completed from B-1 or B-2 (lab courses are underlined).

B-4. Mathematics/Quantitative Reasoning: Math 215, 227, 230, 236, 237, 240, 245, 260, 261, 262, 263, 270, 272, 275

*Coursework in area B-4 (Math/Quantitative Reasoning) must be completed with a "C" or better for admissions to a CSU*

## C

### HUMANITIES AND THE ARTS (9 UNITS MIN.)

Select one course from the Arts, one course from the Humanities and one course from either area.

1. Arts: Afro Am 60; Art 101, 102, 103, 105, 107, 109, 111, 201, 209, 501; Chicano 52; Cinema 3, 4;

Dance St 805; English 253; Music 101, 111, 121, 122, 135, 200; Photo 10, 17, 34; Theater 100, 110, 338, 400

2. Humanities: Afro Am 20; ASL 1, 2, 3; Arabic 1, 2; Armen 1, 2; Chicano 44; Chinese 1, 2, 3, 4, 10; English 203, 204, 205, 206, 208, 211, 212, 214, 215, 216, 218, 219, 239, 240, 252, 253, 255, 270; French 1, 2, 3, 4, 10; History 3, 4, 7, 86, 87; Human 6, 8, 20, 30, 31, 42, 44, 45, 47, 61, 63, 70; Italian 1, 2, 10; Japan 1, 2, 3, 4, 9; Korean 1, 2, 3, 4, 10; Ling 1; Philos 1, 14, 20, 30, 32, 40; Russian 1, 2, 3, 4, 10, 12; Spanish 1, 2, 3, 4, 5, 6, 9, 10, 35, 36; Speech 130

## D

### SOCIAL SCIENCES (9 UNITS MIN.)

U.S. History, Constitution, and American Ideals Requirement:

Select one course from A and one course from B

**A:** African-American Studies 4, 5; Chicano Studies 8; History 11, 12, 13, 81, 82

**B:** African-American Studies 7; Political Science 1,

**Select one additional course, not taken from D-A or D-above, from D0 through D9**

D-0. Ling 2; Soc 1, 2, 32

D-1. Anthro 102, 103, 121, 151

D-2. Co Sci 103; Econ 1, 2

D-3. Soc 11

D-4.

D-5. Geog 2

D-6. AFRO AM 4, 5; CHICANO 7, 8;

HIST 1, 2, 3, 4, 7, 11, 12, 13, 59, 73, 78,

81, 82, 86, 87, 88

D-7. SPEECH 121, 122, JOURNAL 105

D-8. AFRO AM 7; BUS 1; LAW 3, POL SCI 1, 2, 7

D-9. CH DEV 1, PSYCH 1, 13

## E

### LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT (3 UNITS)

Ch Dev 1, Dancetq 400, 431, 434, 437, 440, 446, 466, 467, 468, 469; Fam & CS 21, 31; Health 2, 8, 11; Persdev 20, 40; Psych 41, 43, 60

\* Only 1 unit of Dancetq may be counted

*Also see information on the LACC TRANSFER CENTER under "Programs & Services"*

# GRADUATION – REQUIREMENTS FOR ASSOCIATE DEGREE

## Graduation Requirements

The Board of Governors of the California Community Colleges has authorized the Los Angeles Community College District Board of Trustees to confer the degrees of Associate in Arts and Associate in Science.

The awarding of an Associate Degree symbolizes a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are the ability to think and to communicate clearly and effectively both orally and in writing, to use mathematics, to understand the modes of inquiry of the major disciplines, to be aware of other cultures and times, to achieve insights gained through experience in thinking about ethical problems, and to develop the capacity of self-understanding. In addition of these accomplishments, the student should possess sufficient depth in some field of knowledge to contribute to lifetime interest.

A continuing student is one who has completed a minimum of one course per calendar year. Students who interrupt their attendance become subject to any new requirements which are in effect at the time they re-enroll.

### I. UNIT REQUIREMENT.

60 to 64 units of course credit in a selected curriculum (6201.10).

### II. SCHOLARSHIP REQUIREMENT.

A "C" (2.0) grade average or better in all work attempted in the curriculum upon which the degree is based (6201.11).

### III. COMPETENCY REQUIREMENT:

(Administrative Regulation E-79) The following courses and examinations are approved to meet the competency requirement for the Associate Degree for all students entering beginning Fall 2009 as defined in Board Rule (6201.12).

#### A. Reading and Written Expression

1. Competence in Reading and Written Expression shall be demonstrated by achieving a grade of "C" or better in English 101 or its equivalent at another college.



2. In meeting the reading and Written Expression competency requirement, course work is the primary measure of competency. However, competency may be met through credit-by Examination as determined by the college

#### B. Mathematics

1. Competence in mathematics shall be demonstrated by achieving a grade of "C" or better in Math 125 or Math 124A and 124B or higher or its equivalent at another college.
2. The competency requirement in Mathematics may also be met by completing an assessment and achieving a score determined to be comparable to satisfactory completion of Math 125 - Intermediate Algebra. That is, students may place into mathematics courses above the level of intermediate algebra or may achieve a satisfactory score on a competency exam or other approved exam.

#### IV. RESIDENCE REQUIREMENT

Completion of at least 12 units or work in residence and attendance at the college during the semester in which the graduation requirements are completed. Exceptions may be made under special circumstances.

#### V. COURSE REQUIREMENTS.

Students who are majoring in programs of study for which 18-35 units are required in the major and/or are planning to transfer should complete Graduation Requirements "Plan A." Students who are majoring in programs of study for which 36 or more units are required in the major and may not plan to transfer should complete Graduation Requirements "Plan B." Students who are following Graduation Requirements "Plan B" and plan to transfer should select the eighteen units for graduation requirements from Graduation Requirements "Plan A" to ensure all the courses for the Graduation Requirements transfer.

## LACC – CORE COMPETENCIES

These are the skills and abilities graduates of Los Angeles City College are expected to possess.

### Area 1: ESSENTIAL ACADEMIC SKILLS

- Information Competency: Critical and Creative Thinking
- Written and Oral Communication
- Mathematical Competency/ Quantitative Reasoning
- Technological Literacy

### Area 2: PERSONAL GROWTH & DEVELOPMENT

- Self Assessment and Growth
- Intellectual Engagement and Physical Wellness
- Ethical Reasoning
- Aesthetic Awareness and Appreciation

### Area 3: INTERPERSONAL/ INTERCULTURAL/ GLOBAL AWARENESS

- Interpersonal Interaction and Community Participation
- Intercultural Knowledge and Exploration
- Discovering Global Issues



# GRADUATION – PLAN A / PLAN B: DESCRIPTIONS

## PLAN A & PLAN B Graduation Requirements

Los Angeles City College offers over 115 degree and certificate programs. The two major categories for degree programs, as seen in the school catalog, are "Transfer Programs" and "Career (Vocational) Programs." Transfer Programs are designed for students planning to transfer to a four-year university. Career Programs are designed to prepare students to enter occupational and technical fields upon graduation.

The Plan A and Plan B Graduation Plans described below apply to these two major categories of degrees. Career Programs generally require fewer general education courses than the Transfer Programs.

### Plan A: Transfer Plan

Graduation "Plan A" has been designed for students who plan to transfer to either the California State University (CSU) system or the University of California (UC) system. The courses have been selected to parallel the CSU General Education plan. A transfer correlation outline that compares "Plan A," the CSU General Education plan, and the Intersegmental General Education Transfer Curriculum (IGETC) can be found at the end of this section. Verify the course description area of this catalog for transferability of courses found in these sections.

#### MAJOR REQUIREMENTS:

A minimum of eighteen (18) semester units of study taken in a single discipline or related disciplines.

General education Requirements:

Successful completion of a minimum of thirty to thirty-one (30-31) semester units of General Education which shall include not less than the minimum number of units indicated in each of the following areas:

#### A. NATURAL SCIENCES-

3 Semester Units minimum

Anatomy 1; Anthropology 101, 111; Astronomy 1, 5, 11; Biology 3, 6, 7, 25; Chemistry 60, 101, 102, 211, 212, 221; Earth Science 1; Electronics 101; Family and Consumer Studies 21; Geography 1, 15; Geology 1, 2, 6; Microbiology 1, 20; Oceanography 1; Physical Science 1, 13, 14; Physics 6, 7, 11, 12, 14, 21, 22, 101, 102, 103; Physiology 1; Psychology 2

Note: Laboratories are underlined

#### B. SOCIAL AND BEHAVIORAL SCIENCES – (9 Semester Units minimum)

##### B1. AMERICAN INSTITUTIONS (3 Semester Units minimum)

African-American Studies 4, 5, 7; Chicano Studies 7, 8; History 11, 12, 13, 81,82; Political Science 1

##### B2. SOCIAL AND BEHAVIORAL SCIENCES (3 Semester Units minimum)

Anthropology 102, 103, 121, 151; Business 1; Child Development 1, 11, 42; Economics 1, 2; Family & Consumer Studies 31; Geography 2; History 1, 2, 3, 4, 59, 73, 78, 86, 87, 88; Journalism 105; Law 3; Linguistics 2; Political Science 2, 7; Psychology 1, 13, 41, 43; Sociology 1, 2, 11, 12, 32; Speech 122

##### B3. Minimum of 3 additional semester units from B1 or B2 above.

#### C. HUMANITIES – 3 Semester Units minimum

African-American Studies 20, 60; American Sign Language 1, 2, 3; Arabic 1,2; Armenian 1, 2; Art 101, 102, 103, 105, 107, 109, 111, 201, 209, 501; Art History 103, 110, 120, 130, 139,140, 151, 171; Chicano Studies 44, 52; Chinese 1, 2, 3, 4, 10; Cinema 3, 4; Dance St. 805; French 1, 2, 3, 4, 10; English 203, 204, 205, 206, 208, 211, 212, 214, 215, 216, 218, 219, 239, 240, 252, 253, 255, 270; Humanities 6, 8, 20, 30, 31, 41, 42, 44, 45, 47, 61, 63; Italian 1, 2, 10; Japanese 1, 2, 3, 4, 9; Korean 1, 2, 3, 4, 10; Linguistics 1; Music 101, 111, , 121, 122, 135, 200; Philosophy 1, 14, 20, 30, 32, 40; Photography 10, 17, 34; Russian 1, 2, 3, 4, 10, 12; Spanish 1, 2, 3, 4, 9, 10, 35, 36; Speech 130; Theater 100, 110, 338, 400

#### D. LANGUAGE AND RATIONALITY– (12 Semester Units Minimum)

##### D1. ENGLISH COMPOSITION (3 Semester Units minimum)

English 28, 31, 101; ESL 8; Journalism 101

##### D2. COMMUNICATION AND ANALYTICAL THINKING (6 Semester Units minimum)

Co Sci 101, 103, 108; Co Tech 1; English 102, 103; Mathematics 124A, 124B, 125, 215, 216, 227, 230, 236, 237, 240, 245, 260, 261, 262, 263, 270, 272, 275; Philosophy 5, 6, 8, 9; Psychology 66; Communication Studies (formerly Speech) 101, 102, 104, 121

##### D3. Minimum of 3 additional semester units from D1 or D2 above.

#### E. HEALTH AND PHYSICAL EDUCATION - (3 Units Minimum)

##### E1. HEALTH EDUCATION (2 Semester Units minimum)

Health 2, 8,11

Note: Health 2 includes the physical education activity

##### E2. ONE PHYSICAL EDUCATION ACTIVITY (1 Semester Unit minimum)

This requirement includes courses in KINE (formerly Phys ED), DANCEST, DANCETQ, and DANCESPC.

Authorized Physical Education activity exemptions include:

- Medical exemption
- Extenuating circumstances
- Licensed Registered Nurse
- Students who have served in the Armed Forces of the United States (DD 214)



# GRADUATION – PLAN B: DESCRIPTION

## Plan B: Vocational Occupational

Graduation “Plan B” has been designed for students who plan an occupational or vocational Associate degree. Some courses may or may not transfer to the University of California or the California State University system. Verify the course description area of this catalog for transferability of courses found in these sections.

### MAJOR REQUIREMENTS:

At least a minimum of thirty-six (36) semester units of study taken in a single major or related disciplines.

### GENERAL REQUIREMENTS:

Successful completion of a minimum of eighteen (18) semester units in General Education which shall include not less than the minimum number of units indicated in each of the following areas:

#### A. NATURAL SCIENCES -

(3 Semester Units minimum)

Anatomy 1; Anthropology 101, 111; Astronomy 1, 5, 11; Biology 3, 6, 7, 25; Chemistry 60, 68, 101, 102, 211, 212, 221; Earth Science 1, 2; Electronics 101; Family and Consumer Studies 21; Geography 1, 3, 15; Geology 1, 2, 6; Microbiology 1, 20; Oceanography 1; Physical Science 1, 13, 14; Physics 6, 7, 11, 12, 14, 21, 22, 101, 102, 103; Physiology 1; Psychology 2  
Note: Laboratories are underlined

#### B. SOCIAL AND BEHAVIORAL SCIENCES (3 Semester Units minimum)

##### B1. AMERICAN INSTITUTIONS

(3 Semester Units minimum)  
African-American Studies 4, 5, 7;  
Chicano Studies 7, 8; History 11, 12,  
13, 81, 82; Political Science 1

#### C. HUMANITIES -(3 Semester Units minimum)

African-American Studies 20, 60; American Sign Language 1, 2, 3; Arabic 1,2; Armenian 1, 2; Art 103, 110,120,130,139, 140, 151, 171, 501; Art History 103, 110, 120, 130, 139,140, 151, 171; Chicano Studies 44, 52; Chinese 1, 2, 3, 4, 10; Cinema 3, 4; Dance St. 805; French 1, 2, 3, 4, 10; English 203, 204, 205, 206, 208, 211, 212, 214, 215, 216, 218, 219, 239, 240, 252, 253, 255, 270; Humanities 6, 8, 20, 30, 31, 41, 42, 44, 45, 47, 61, 63; Italian 1, 2,10; Japanese 1, 2, 3, 4, 9; Korean 1, 2, 3, 4, 10; Linguistics 1; Music 101, 111, , 121, 122,135, 200; Philosophy 1,14, 20, 30, 32, 40; Photography 10, 17, 34; Russian 1, 2, 3, 4, 10, 12; Spanish 1, 2, 3, 4, 9, 10, 35, 36; Speech 130; Theater 100, 110, 338, 400



### LANGUAGE AND RATIONALITY- (6 Semester Units Minimum)

#### D1. ENGLISH COMPOSITION

(3 Semester Units minimum)  
English 28, 31, 101; ESL 8; Journalism 101

#### D2. COMMUNICATION AND ANALYTICAL THINKING

(3 Semester Units minimum)  
Co Sci 101, 103, 108; Co Tech 1;  
English 102, 103; Mathematics 124A,  
124B, 125, 215, 216, 227, 230, 236,  
237, 240, 245, 260, 261, 262, 263,  
270, 272, 275; Philosophy 5, 6, 8, 9;  
Psychology 66; Communication Studies (formerly Speech) 101, 102, 104, 121

### HEALTH AND PHYSICAL EDUCATION - (3 Units Minimum)

#### E1. HEALTH EDUCATION

(2 Semester Units minimum)  
Health 2, 8,11  
Note: Health 2 includes the physical education activity

#### E2. ONE PHYSICAL EDUCATION ACTIVITY

(1 Semester Unit minimum)  
This requirement includes courses in Kinesiology (formerly Phys ED), DANCEST, DANCETQ, and DANCE-SPC.

Authorized Physical Education activity exemptions include:

- Medical exemption
- Extenuating circumstances
- Licensed Registered Nurse
- Students who have served in the Armed Forces of the United States (DD 214)

### Plans “A” & “B”

While a course might satisfy more than one General Education requirement, it may not be counted more than once for these purposes. It may be counted again for a different degree requirement as determined by each college. Refer to the chart following this page for information about the correlation between “Plans A” and “B.”

A course may meet a General Education requirement for the Associate degree and also partially satisfy a General Education requirement at the California State University. Students may not use the same course for credit toward the Major and the General Education requirements for the Associate degree.



# QUICK REFERENCE TO CAMPUS SERVICES

The following pages provide brief descriptions of campus services. You may find additional information at [www.lacitycollege.edu](http://www.lacitycollege.edu) (click "Student Services"). To reach these offices by phone, dial (323) 953-4000 and the extension.

## Enrollment Services

Admissions & Records .....	AD 100 .....	x2104
Assessment .....	AD 103 .....	x2264
Counseling .....	AD 108 .....	x2250
Cub Card Office .....	AD 105 .....	x2455
International Students Ctr .....	Cub Ctr .....	x2470
Matriculation .....	AD 103 .....	x2463
Non-Credit Citizenship .....	CCW .....	x2230
Orientation .....	AD 103 .....	x2264
Student Assistance Center .....	AD 105 .....	x2455

## Financial Assistance

Also see Low Income Students

Financial Aid .....	SSV 117 .....	x2010
LACC Foundation .....	SU .....	x2490

## Transfer Assistance

Counseling .....	AD 108 .....	x2250
Honors Program .....	CC 186 .....	x2338
University Transfer Ctr. ....	AD 109 .....	x2215

## Career Assistance

CalWORKS .....	LS 107 .....	x2597
Career Center .....	AD 109 .....	x2210
Counseling .....	AD 108 .....	x2250
Workforce Education .....	CUB CTR .....	x2230

## Student Assistance Programs

CalWORKs .....	LS 107 .....	x2586
English Literacy Program .....	CUB CTR .....	x2230
EOP&S .....	SSV 119 .....	x2300
TRIO/Student Support Svcs .....	SSV 116 .....	x2465
STUDENTS WITH CHILDREN		
Child Development Center .....	CCFS .....	x2220
CARE .....	SSV 119 .....	x2311

## Health, Crisis

### & Emergency Services

Sheriff (323) 662-5276 or #3 from any campus pay phone.		
Student Health Center .....	LS 101 .....	x2485
Student Psych Services .....	LS 101 .....	x2485
Dean, Special Programs .....	SSV 100 .....	x2285

## Campus Life & Student Activities

ASG .....	SU .....	x2475
Student Life Office .....	SU .....	x2450
Student Grievance .....	SU x2450 Sexual Assault	SU x2450
Peer Education		

## Other

ADA Coordinator .....	AD 307 .....	x2247
Bookstore .....	SU .....	x2140
Citizenship Services .....	CUB CTR CCW .....	x2230
Compliance Office .....	AD 218 .....	x2492
Learning Assistance Center .....	LS .....	x2779
Library .....	LIB .....	x2400
Matriculation .....	AD 105 .....	x2463
Non-Credit ESL .....	CCW .....	x2230
Office of Special Svcs .....	SSV 100 .....	x2270
Student Services Office .....	AD 207 .....	x2460
Upward Bound .....	AD 100J .....	x2315
Veteran's Office .....	SSV 126 .....	x2024
Vocational ESL .....	CUB CTR .....	x2230

## Assessment Office

(PLACEMENT TESTING)

(323) 953-4000 EXT. 2264 - AD 103

Appointments for placement testing, orientation, and counseling are made at the Assessment Center.

The Assessment Center provides basic skills assessment in reading, writing, language usage, and mathematics to new students. This is not an entrance exam. The student is not penalized in any way for his or her scores. New students should visit the Assessment Center as soon as they have completed their applications. Any delay could prevent enrollment in courses. Students with degrees are exempt from assessment unless they need to satisfy prerequisites. New students are encouraged to attend an orientation session. Placement results are required to make an appointment for orientation.

## ASSOCIATED STUDENT GOVERNMENT

(323) 953-4000 EXT. 2475 - Student Union

The Associated Student Government (ASG) represents student concerns and is the official student voice on college committees. The ASG officers advocate for all students on college, district and state-wide issues. Participation in ASG offers students leadership opportunities and a variety of involvement experiences. All student clubs must be chartered by the ASG to be allowed on campus.

### ENRICH YOUR COLLEGE EXPERIENCE:

Start a Club or Join One  
 Help Plan an Event  
 Work With Faculty & Staff  
 On A College Committee  
 Become An ASG Officer  
 Improve Leadership Skills

- Participation in student leadership position
- Preferred parking (must purchase parking permit)
- A chance to win a educational grant
- Free photocopies
- Free scantron & bluebooks
- Free admission to events
- Discount tickets to movies & amusement parks

ALL THIS FOR JUST \$7!



YOUR CAMPUS. YOUR LIFE. GET ENGAGED.  
 STUDENT UNION

## ASG Gives You Benefits & Opportunities

# QUICK REFERENCE TO CAMPUS SERVICES

The ASG provides funding for campus events and activities, such as the Graduation, Welcome Days, Health Fair, Transfer Fair, Foreign Language Day and several multi-cultural activities, and supports clubs, forensics, music, honors, and other academic programs. The weekly meetings of the ASG Student Senate are posted and open to all students

LACC students who pay the membership fee (\$7.00 per semester) may receive: use of computers with internet access, copier, preferred parking with permit purchase, free blue books and scantrons, book grants (limited number provided) and eligibility for one of two ASG scholarships.

## Bookstore

**(323) 953-4000 EXT. 2140**

Please visit us at [www.laccbookstore.com](http://www.laccbookstore.com)

See hours posted at front of store for extended & weekend schedules.

### KEEP ALL YOUR CASH REGISTER RECEIPTS.

Original Receipts are required for all refunds and exchanges.

Please refer to the **SCHOOL CATALOG FOR THE FULL REFUND POLICY** and other Bookstore Information. The catalog is available online at [www.lacitycollege.edu](http://www.lacitycollege.edu)

- Textbooks must be returned within the first (10) school days for the fall semester and within the first five (5) days for summer & winter session. Short term classes have only the first day (1) of the class for returns. If texts are purchased after the return period stipulated above, they must be returned within 24 hours & may only be exchanged for the correct book.
- Textbooks must be returned in the same condition as when purchased in order to receive a full refund (e.g. in shrink wrap (all pieces), no bent pages, no broken spine, no open/visible codes, no writing or erasing etc). Please refer to "Refund Policy" in catalog for info about restocking fees.
- Supplies must be exchanged for correct item within 24 hours of purchase and in original packaging. See catalog for list of non-refundable items.

**CHECK POLICY:** No temporary, third party or out of state, money orders or checks are accepted. Checks must be imprinted with correct name and address and written for the amount of purchase only. No postdated checks are accepted. Customer must have valid California Drivers License or ID and original/current registration printout\_(from business office) Check writing privileges may be permanently denied after one returned check.

**CREDIT CARD POLICY:** Credit cards are only accepted with valid California Drivers License ID that match the name on the card and the card holder must be present. The bookstore accepts MasterCard, Visa, Discover and American Express.

**REFUNDS:** Do not hold merchandise. Funds returned in same form of payment received. Items must be returned by return deadlines as stated in the refund policy handed out at the register and found in the catalog. See catalog for more information.

**BOOK SELL BACK:** Book Sell back is held the first week of Spring and Fall and during Finals of each term. Buyback is not guaranteed.

## Calworks/TANF Program

**(323) 953-4000 EXT. 2591 OR 2597 LS 107**

Temporary Assistance for Needy Families (TANF) is the Federal Block grant program that has replaced AFDC. California Work Opportunity and Responsibility to Kids (CalWORKs) provides education, job development, child-care, transportation and other supportive services to eligible welfare recipients. The Los Angeles Community College District is one of the major providers of a complete comprehensive program to welfare clients in cooperation with county welfare departments. At Los Angeles City College, there are a variety of CalWORKs/TANF student programs that include specialized ESL, ABE (Adult Basic Education), GED preparation, vocational training, WEX (work experience), and Parent Education workshops. We also provide counseling, tutoring, education and training verifications, resource and referral services. Paid Internships on/off campus are available to assist students in gaining valuable work experience in addition to supplementing their income. Short Term Certificate programs have been designed especially for our CalWORKs/TANF students to ensure successful transition from Welfare-to-Work. For more information, contact our staff.

Hours: Monday Tuesday & Thursday  
8:00 am - 6:00 pm  
Friday 8:00 am - 12:00 pm

## Campus Child Development Center

**(323) 953-4000 EXT. 2220**

### CHILD DEVELOPMENT CENTER

The Campus Child Development Center offers a preschool program for children 3-5 years of age and an evening program for school-age children. The center provides a developmentally appropriate curriculum that responds to the individual needs of children, incorporating the learning domains of social, physical, cultural, cognitive and emotional growth. Enrollment is available for the children of LACC student-parents to assist them in completing their educational goals. Priority is given to low-income families and full-time students. A sliding fee may be charged based upon family size and income. Many families qualify for subsidized child-care. Please see our adjacent ad for office hours and preschool and school-aged children's program hours.

### Career & Job

#### Development Center

**(323) 953-4000 EXT. 2210 - AD**

**DR. EMMA GARCIA-SALAS, DIRECTOR.**

The Career Center provides students with career assessment (testing), career counseling and information on career choices. The Center offers vocational testing to identify interests, abilities, personality type and work values related to career options. In addition, there is a career resource library and Internet accessible computers with software programs (i.e. EUREKA) to assist in the career exploration process. The Career Center offers workshops, resume assistance and has information on internships. Services are provided by appointment and on a walk-in basis when available.

### Compliance Officer

Has moved to the Los Angeles Community College District Office at 770 Wilshire Boulevard, Los Angeles, CA 90017  
OFFICE OF DIVERSITY PROGRAMS  
Phone: (213) 891-2000

# QUICK REFERENCE TO CAMPUS SERVICES

## LOS ANGELES CITY COLLEGE

Prohibits discrimination based on sex (including sexual harassment, sexual orientation), race, color, pregnancy, ancestry, national origin, religion, creed, marital status, disability, medical condition (cancer related), age (40 & above) and/or veteran status. The role of the Compliance Officer is to implement policies and procedures that follow Federal and State laws on discrimination and sexual harassment, oversee federal compliance, investigate and recommend resolutions to discrimination and/or sexual harassment complaints, monitor recruitment and retention, serve as a resource on relevant issues and promote diversity.

Students who feel that they have been discriminated against or sexually harassed or who wish to discuss incidents of discrimination or sexual harassment may contact and/or file a complaint with the Compliance Office.

Discrimination and Sexual Harassment Policy is located on the colleges website. Copies and relevant compliant forms are available upon request from the Compliance Office.

## COUNSELING

**(323) 953-4000 EXT. 2250 - AD 108**

**RERI PUMPHREY, DEPARTMENT CHAIR**

Counseling is available to all students. Quick questions can be answered at the walk-in counter during office hours. Students who take part in counseling services will be able to select and plan their academic majors, explore future college choices and develop specific plans to meet their transfer and graduation goals. Appointments can be made in person in AD 103 OR online at [www.lacitycollege.edu](http://www.lacitycollege.edu) and click on Counseling. All students are encouraged to see a counselor at the beginning of their LACC career and make follow-up appointments as needed.

Hours: Monday-Thursday  
8:30 am - 7:00 pm

Friday 8:30 am - 2:00 pm

## OTHER COUNSELORS THAT CAN ASSIST YOU

**CONTACT: (323) 953-4000**

CD Counseling - Ariela Nissim	x1251
EOP&S Counseling - Staff	x2300
Registered Nursing - Oscar Flores	x2252
On-line counseling - Kalynda Webber	x2463
OSS Counseling - Staff	x2270

## Cub Card Office

**(323) 953- 4000 ext. 2455 - AD 105**

The "CUB CARD" is the official student identification card at Los Angeles City College. To obtain this card, a student must show proof of current enrollment along with a form of photo identification. The card is used for identification purposes by student services offices, library services, campus labs and the fitness center. Discounts are also given by some off-campus merchants when you present the card (ex: movie theaters, book stores, restaurants, etc.).

**Call ext. 2456 for hours of operation.**

## English Literacy Program

**(formerly the Citizenship Program)**

**(323) 953-4000 EXT. 2230 - CCW & ext. 3534 At VDK**

The Los Angeles City College English Literacy Program and Citizenship Center provides an integrated program of services incorporating English literacy and civics education to students and members of the community. The Program offers a broad scope of academic and naturalization support services. In addition to acquiring citizenship, the Program assists immigrant students to develop the skills and to enhance their roles as informed community members, parents and workers.

This free program offers non-credit classes in ESL, Speech Interview Skills, Citizenship preparation and Civics education. The goal of the English Literacy Program is to provide English language instruction and knowledge on the rights and responsibilities of citizens through instruction in naturalization procedures, citizenship, civic participation and United States history and government. In addition to acquiring citizenship, the center assists immigrant students with developing the skills and knowledge to enhance their roles as informed community members, parents, and workers.

Hours: Monday-Thursday 8:30 am - 6:30 pm  
Friday 8:30 am - 4:00 pm  
Saturday 9:00 am - 2:00 pm

## Child Care

While you're learning, Your child can be learning too...



The Child Development Center offers a preschool program for children ages 3-5 and an evening school-aged child care program. Children of LACC students are eligible. Priority given to low-income families and full-time students. Sliding fees and subsidized fees available. Office Hours:

**M - TH: 8:30 am - 7:00 pm – F: 8:30 am - 1:30 pm**

**For an applications call the  
Child Development Center  
(323) 953-4000 ext. 2220**

**APPLY EARLY - the Center has a waiting list**

# QUICK REFERENCE TO CAMPUS SERVICES



**We help students reach their career and educational goals by providing support services.**

- Academic, Career & Personal Counseling
- Priority Registration
- Assistance with Books
- Educational Workshops
- Individualized Tutoring
- Career Exploration
- Transfer Assistance
- Application fee-waivers for CSU, UC and some private institutions

## **CARE** (Cooperative Agencies Resources for Education)

If you are a single parent with one or more children under age 14 and receiving

TANF/CalWORKs cash aid, you may be eligible for: (AS FUNDING PERMITS)

- All EOP&S Services
- Career Educational Workshops
- Meal Ticket Program
- Parking Permits
- School Supplies
- Auto Gas Cards

Located at the North side of LACC campus at Student Services Village, RM 119.

## **Have you completed your Financial Aid forms? • GRANTS • FEE WAIVERS • WORK STUDY • SCHOLARSHIPS • LOANS**

Eligible students may receive financial assistance in the form of grants, work study, and/or loans to assist with tuition, books and/or living expenses.

Don't cheat yourself by not applying. Dependent, independent, unemployed, employed, traditional and older students may qualify for financial aid.

## **Extended Opportunity Program & Services (EOP&S)**

**STUDENT SERVICES VILLAGE RM 119**

EOP&S is a state-funded program for nontraditional students who are affected by educational and economic barriers. The program motivates students in reaching their career and educational goals by providing support services. EOP&S provides the following services: intensive academic, career and personal counseling, individualized tutoring, priority registration, transfer assistance, educational workshops, and book vouchers.



**Cooperative Agencies Resources for Education (CARE) (323) 953-4000 EXT. 2313 STUDENT SERVICES VILLAGE RM 119**

Contained within EOP&S is the program, CARE, a support service program for single parents receiving TANF/CalWORKs subsidies.

CARE students are eligible for all EOP&S support and additional services including childcare referrals, meal tickets, parking permits, auto gas card, parenting and job preparation seminars.

# Financial Aid Programs

**We Are Ready To Help You Attend College.**

**See our LACC website:**

**[lacitycollege.edu](http://lacitycollege.edu), Click on Fees/Financial Aid**

**See if you qualify and apply online.**

### Office Hours Are:

- M - W 8:00 am - 6:30 pm
- Th 8:00 am - 2:00 pm  
4:00 pm - 6:30 pm
- F 8:00 am - 2:00 pm

*Note: Hours may change during the summer and winter sessions, as well as the first two weeks of the semester.*

### Financial Aid

(323) 953-4000 option #3 or ext. 2025

STUDENT SERVICES VILLAGE Rm 117

Financial assistance -- including: grants, work study, loans and enrollment fee waivers -- is available to assist students with meeting college expenses.

An automatic Board of Governors Enrollment Fee Waiver will be processed for qualifying students who have completed a Free Application for Federal Student Aid (FAFSA).

## QUICK REFERENCE TO CAMPUS SERVICES

### Health & Wellness Center

(323) 953-4000 EXT. 2485  
LIFE SCIENCE RM 101

The Student Health Center serves currently enrolled students. It offers basic primary and non-emergency care, health care counseling, emotional and behavioral counseling, family planning, referrals, TB skin test, and other laboratory tests and immunizations, some of which carry additional fees. Appointments can be made to see a medical provider or mental health professional.

### SCHOLARS Program

MULLERDN@LACITYCOLLEGE.EDU  
(323) 953-4000 EXT. 2705/2340 - AD 205A

If you are planning to transfer to a four-year university, consider joining the Ralph Bunche Scholars College. The Scholars Program is designed to prepare the motivated student for transfer. The program's enriched and rigorous curriculum challenges academically motivated and intellectually curious students. Students may have the opportunity to participate in tutoring and research. These experiences will lead beyond the community college, through the four-year school, and into the professional lives of these scholars.

**BENEFITS:** Certified members get priority consideration for admission to:

UCLA, UC Irvine, UC Riverside, UC Santa Cruz, CSU Long Beach, CSU Fullerton, Chapman University, Columbia University, Mills College, La Sierra University, Occidental College, Pacific University, Pitzer College, Pomona College, Whitman College.

**HOW TO JOIN:** You need to have a 3.25 GPA minimum (high school or college) AND BE ELIGIBLE FOR ENGLISH 101 AND MATH 125.

HOW TO CERTIFY:

**You must complete 18 units (6 classes) of Honors coursework with an overall 3.3 GPA.**

#### WHAT TO EXPECT:

An intense program of reading and writing, LACC priority admissions, scholarships, social events, field trips, UCLA and UCI library privileges, and more.

**TO APPLY CONTACT:** Program Director  
AD 205B/C (323)953-4000 x 2705 & 2340

#### Or visit the Web site:

<http://www.lacitycollege.edu/services/honorsprogram>

UCI. To join, you need a 3.25 GPA or better and you must be eligible for English 101. Eighteen units of Honors coursework is required. Scholarship opportunities are available

## Student Health and Wellness Center

- Basic Primary Care
- Preventive Health Information & Screenings
- Tests & Immunizations
- Physicals
- Emotional/ Behavioral Counseling



## LACC STUDENT HEALTH & WELLNESS CENTER

*A health care partnership between  
Mosaic Family Care and LACC.*

**Eligibility:** Currently enrolled at LACC and show proof of registration.

**Location:** Life Science Building – Room 101  
Enter on South side of building  
Phone: (323) 953-4000 ext. 2485  
E-mail: [roblesr@lacitycollege.edu](mailto:roblesr@lacitycollege.edu)

**Hours:** Fall & Spring Semesters  
Monday – Thursday 8:00 am – 6:00 pm  
Friday 8:00 am – 12:00 noon  
4th Saturday of the month 8:00 am – 12:00 noon

Medical practitioner by appointment  
Counseling by appointment  
Monday / Tuesday: TB testing

# QUICK REFERENCE TO CAMPUS SERVICES

## • Vision • Mobility • Hearing • Speech

- Learning or Psychological Disability
- Acquired Brain Injuries
- Developmentally Delayed Learners
- Other Health Related Issues



### Support Services:

- Information and referral
- Advocacy and Liaison
- Specialized Academic Counseling
- Assessment of Learning Strengths and Weakness
- Specialized Learning and Skills Classes
- High Technology Center (Adapted computers)
- Sign-Language Interpretation
- Specialized Tutoring

### Eligibility:

A verified disability, the ability to benefit from services educational limitation and to make academic progress while at LACC.

## Learning Skills Center (323) 953-4000 EXT. 2779 - LS 107

The Center offers individualized open-entry/open-exit courses on a credit/no-credit basis in: Reading, Vocabulary, Math, Algebra, English Fundamentals, ESL Conversation, Spelling, Notetaking, Term Paper Writing, Academic Study Skills, Writing Fundamentals Preparation, Job Research Skills, the Metric System, Math Anxiety and Library Media Technology. Students must take a diagnostic assessment in the Center prior to enrolling in any of the one-unit courses offered. Students may enroll in classes through the fourteenth week of the semester. Add cards and other materials for enrollment and registration are available in the Learning Skills Center, and course materials and supplies are available for purchase in the Student Bookstore. The Center offers tutoring in most course areas taught on campus. See the Learning Skills section of the class listings for courses offered this semester.

## Library

(323) 953-4000 EXT. 2400

The library features:

- A professionally-staffed Reference Center
- A Circulation Desk with textbooks, reserve books and Instructional Television video tapes
- Bookstacks with 150,000 circulating books
- A Periodicals Center with 100+ years of magazines and newspapers
- Online book catalog, online periodical data bases and Internet access for library research
- 60 computers for students, including 2 with ADA capabilities
- Photocopy machines and Microsoft Word
- Study carrels, group study rooms, and two large reading areas

A library guide, self-guided tours, and instructor-requested orientations are available through the Reference Center. A one-unit course (LS 101 Library Research Methods) is offered. Individual questions are welcomed at the Reference and Periodicals Desks. Students must use their valid college identification card to qualify for library privileges. When the Library is closed, materials may be returned through the outside chute located at the south end of the building.

## OFFICE OF SPECIAL SERVICES

### LOCATION: STUDENT SERVICES VILLAGE 100

MONDAY - THURSDAY: 8:00 am - 5:00 pm

FRIDAY: 8:00 am - 2:30 pm

(323) 953.4000 ext. 2270 (323) 0953.2270 TTD

The Office of Special Services is eager to assist faculty in accommodating the needs of students with disabilities. Students with disabilities are encouraged to discuss their eligibility for academic adjustments with their instructors early in the semester.

### ADA ACCOMMODATION

If you suspect you have a disability, consult with an OSS Specialist or a counselor to determine if a comprehensive LD assessment is needed. Ongoing support services such as specialized tutoring, academic counseling and accommodations may be authorized. For an appointment contact the Office of Special Services at (323) 953-2270.

### HIGH TECHNOLOGY CENTER

The High Technology Center offers Adapted computer, evaluation, training and support for students with disabilities. The Center is equipped with devices that aid a student's ability to read, write and access computers. Specialized courses designed for most disabilities are taught at the Center, located in SSV 100. For more information, call (323) 953-2270

### ADA ACCOMMODATION PARKING

Disability parking spaces are available in all College designated parking lots. Any vehicle parking in a College Disability Parking space must display a State of California Issued Parking Placard and LACC parking permit. Student parking permits can be purchased in the Business Office.



# QUICK REFERENCE TO CAMPUS SERVICES

## **Office of Special Services**

**(323) 953-4000 ext. 2270-**

### **Student Service village 100**

OSS provides support services to students with disabilities who register with OSS each academic semester. Services are tailored to the student's needs by an OSS professional, in conjunction with the student, to identify reasonable academic accommodations based upon verification of disability and the student's Educational limitation(s). Please see an OSS Counselor or Specialist for more information.

### **La Oficina de Servicios Especiales SSv salon 100**

La oficina de Servicios Especiales ayuda a los estudiantes con limitaciones las cuales estén verificadas por un doctor o por quienes estén registrados con OSS cada semestre. Los servicios son otorgados de acuerdo a las necesidades del estudiante y verificados por un profesional del OSS en conjunto con la información verificada de acuerdo a la limitación y a la información otorgada por dicho estudiante. Los servicios incluyen lo siguiente: información y documentación referida; conexión con varios departamentos, como por ejemplo el Departamento de Rehabilitación; ayuda vocacional y académica; evaluación para estudiantes con problemas de aprendizaje; clases de educación especial; centro de tecnología avanzada; lenguaje e interpretación por señas; exámenes (especializados) con acuerdo del local entre instructores y el departamento de OSS; lectores para libros y exámenes; y tutoría.

## **Office of Student Life Leadership Development**

**(323) 953-4000 ext. 2450 - Student Union SU 219**

The Office of Student Life is dedicated to providing opportunities for students to enhance their overall personal and leadership development. We are committed to LACC student development through trainings, workshops, strategic co-curricular programming, and access to resources. We are dedicated to meeting each student's needs, so they have transferable skills for their personal, academic, and professional lives.

## **Psychological Services, Student**

**(323) 953-4000 ext. 2485 - LS 101**

Mental health services are provided to currently enrolled students by a licensed mental health professional. Services include short-term individual counseling, assessment and referral, crisis intervention, educational programs and consultation with college staff on issues concerning students. Please call to make an appointment.

## **Sexual Assault Peer Assistance**

**(323) 953-4000 ext. 2250 - SU 219**

The College has staff to assist students who may be victims of rape, sexual assault and/or stalking. Students who have been assaulted should immediately go to the College

Sheriff Office to report the incident - (323) 662-5276. Or, from any campus pay phone, dial #3. Inquiries about this team should be directed to Office of Student Life (323) 953-4000 ext. 2450.

## **Student Assistance Center**

**(323) 953-4000 ext. 2455 - AD 105**

The Student Assistance Center is the FIRST STOP for students who want to register for classes. A multilingual student workforce assists students in completing application for admission; they are well-trained, innovative, knowledgeable and sensitive to the diverse student population. The Center is a multidimensional support system that provides general campus information and a confidential evaluation and

referral service. Our staff offers community referrals for the following: employment, child care, medical treatment, family planning, county public assistance, housing, legal aid and psychological counseling. The Student Assistance Center provides a support system for students throughout their stay at LACC. The main goal is to make the student aware of the campus and the community services available.

## **(University) Transfer Center**

**(323) 953-4000 ext. 2215 - AD 109**

### **Kamale Gray, Director**

LACC University Transfer Center's primary purpose is to assist student transfer to a four year college or university. Planned coursework may lead to the completion of the first two years of a Bachelors degree that can be completed at a four-year university beginning as a junior. Representatives from the University of California and California State University campuses, and private universities, visit the Center on a regular basis to provide up-to-date transfer information to students. Questions on the transfer process, admission requirements, procedures, financial aid, majors and student services are answered. Students should review the general education and pre-major course requirements with a counselor or the Transfer Center staff before speaking with a university representative. UC, CSU, Common Application and USC applications are available, and workshops on various aspects of transferring are scheduled throughout the year. Also, catalogs from every accredited college and university in the United States including Historically Black Colleges and Universities are available in the Center as hard copies, and on websites and/or CD Rom.

## **Trio/Student Support Services**

**(323) 953-4000 ext. 2466 -**

### **Student Service village 116**

TRIO/Student Support Services is a federally funded grant program through the Department of Education. The program's target population is low income, first generation or disabled students who have identified transfer to a four-year university as their academic goal. Participants must be U.S. Citizens or permanent residents. Services provided include academic and personal counseling, full financial aid consideration, tutoring, skills/information workshops and cultural activities/field trips. Members are also entitled to TRIO/SSS computer lab usage, lap top check out, and technical staff support. Interested students should apply as early in the semester as possible. Space is limited.

Hours: Monday-Thurday

8:30 a.m. - 7:00 pm

Friday

8:30 a.m. - 1:00 pm

# QUICK REFERENCE TO CAMPUS SERVICES

## **Veterans' Resource Center** **(323) 953-4000 ext. 2024** **THE STUDENT UNION SU 218**

Los Angeles City College courses are approved for the training of veterans under federal and state assistance programs. File applications with the Veterans Representative in The Student Union.

### **Government Subsistence:**

In order to qualify for full government subsistence, students must carry a minimum number of units in their program as indicated below:

1. Veterans under Chapter 31: As required by the Veterans Administration counselor.
2. Veterans under Chapter 30, 32, 35 and 106: 12 units.
3. War orphans and disability dependents under Chapter 35: 12 units.
4. Veterans' dependents (DIC) are eligible with 3 units (9 hours per week).

### **VETERAN'S ADMINISTRATION SUBSISTENCE:**

The Veterans Resource Center is located in the Student Union. Subsistence for Veterans is based on a 12-unit load. Partial subsistence is available for veterans who enrollment in three (3) to eleven (11) units. Credits for individualized, self-paced, open-entry/open-exit courses may NOT be counted as part of a student's minimum load in qualifying for veteran benefits until the course has been completed. For more information please call at (323) 953-4000 ext. 2024.

### **Vocational ESL**

**(323) 953-4000 ext. 2230**

LACC non-credit Vocational English as a Second Language program at the Workforce Readiness Academy offers courses to help you explore career options, prepare to get a job or improve English skills for your current job. Students practice correct communication for the workplace; working in a team and other speaking, reading and writing tasks. A self-paced VESL lab is a convenient option for students who cannot attend a regular course. The lab allows you to study independently, with the guidance of an instructor, at your own speed.

### **Workforce Readiness Academy**

**(323) 953-4000 ext. 2230**

See descriptions for:

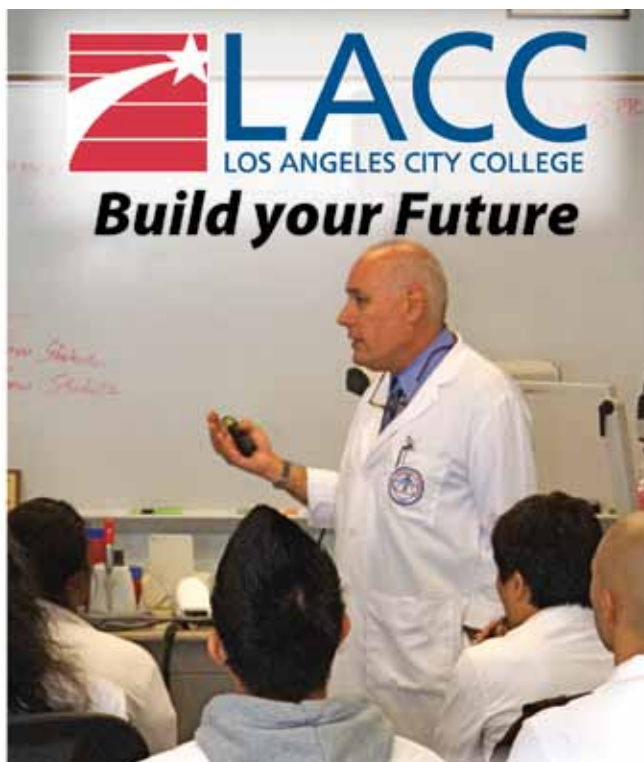
- CalWORKs
- Community Services
- English Literacy/Citizenship
- Vocational ESL

### **STUDENT RECORDS & DIRECTORY INFORMATION**

The Los Angeles Community College District, in compliance with Federal and State law, has established policies and procedures governing student records and the control of personally identifiable information. The LACCD recognizes that student records are a confidential matter between the individual student and the College. At the same time the LACCD has a responsibility to fulfill public information needs (i.e., information about students participating in athletics, announcement of scholarships and awards). To meet this responsibility the LACCD may release Directory Information unless the student states in writing not

to release it. The responsibility for carrying out these provisions is charged to the College Records Officer, designated by the College President. The Records Officer may be contacted through the Office of Admissions. Copies of Federal and State laws and District policies and procedures are maintained by the College Records Officer and are available for inspection and inquiry.

All student records maintained by the various offices and departments of the College, other than those specifically exempted by law, are open to inspection by the student concerned. The student may challenge the accuracy and appropriateness of the records in writing to the College Records Officer. A student has the right to receive a copy of his or her record, at a cost not to exceed the cost of reproduction. (Requests for transcripts, as distinct from "student records," should be made directly to the Office of Admissions.) Directory Information includes the student's name, the city of residence, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. Directory Information about any student currently attending the College may be released or withheld at the discretion of the College Records Officer. Los Angeles City College will release no student records, other than Directory Information, without the written consent of the student concerned except as authorized by law. Log of persons and organizations requesting or receiving student record information is maintained by the College Records Officer. The log is open to inspection only to the student and the community college official or his or her designee responsible for the maintenance of student records. No Directory Information will be released regarding any student who has notified the College Records Officer in writing that the College shall not release such information.



# POLICIES: ACADEMIC

Directory Information about any student currently attending the College may be released or withheld at the discretion of the College Records Officer. Los Angeles City College will release no student records, other than Directory Information, without the written consent of the student concerned except as authorized by law. Log of persons and organizations requesting or receiving student record information is maintained by the College Records Officer. The log is open to inspection only to the student and the community college official or his or her designee responsible for the maintenance of student records. No Directory Information will be released regarding any student who has notified the College Records Officer in writing that the College shall not release such information.

## NEW ENROLLMENT PRIORITIES EFFECTIVE FALL 2014

New, continuing and returning matriculating students must complete the core services prior to registration in order to receive priority consideration for enrollment in classes.

The core services are assessment, orientation, and counseling (i.e. completion of student educational plan). Students identified by Los Angeles City College as non matriculating are exempt from participating in core services, but they are advised to access these services if they plan to pursue a degree or certificate. More information is available at: [http://www.lacitycollege.edu/services/matriculation/student\\_info.html](http://www.lacitycollege.edu/services/matriculation/student_info.html)

## ACADEMIC RENEWAL

(See an Academic Counselor for advisement)

Students may submit a petition to the Office of Admissions and Records to have their academic record reviewed for Academic Renewal action of substandard academic performance under the following conditions:

1. Students must have achieved a grade-point-average of 2.5 in their last 15 semester units, or 2.0 in their last 30 semester units completed at any accredited college or university, and
2. At least two calendar years must have elapsed from the time the course work to be removed was completed. If the student meets the above conditions, the College shall grant academic renewal, consisting of:
3. Eliminating from consideration in the cumulative grade-point-average up to 18 semester units of course work, and
4. Annotating the student academic record indicating where Academic Renewal action has removed courses. Academic renewal actions are irreversible. Students should meet with a College Counselor before taking such an action.

## TRANSCRIPTS / VERIFICATIONS

Upon written request, a copy of students' academic records (transcripts) shall be forwarded by United States mail to the students or their designated addresses. Students and former students shall be entitled to two free copies of their transcripts or to two free verifications of enrollment. Additional copies shall be made available to students, or to designated addressees identified by students, at a cost of \$3.00 each. Students may request rush processing to expedite their request for an additional fee of \$7.00 per request. A student's transcript may be withheld if a hold has been placed on his or her record due to equipment, books, uniforms, or similar items that the student has not returned to the College or in the instance of any unpaid fees or charges due to LACC or to any LACCD college. The transcript may be withheld until the student discharges these obligations. Requests for transcripts or verifications may be made

online with a credit card payment or in the Office of Admissions and Records, AD 100.

## CONDITIONS OF ENROLLMENT

### OPEN ENROLLMENT

Unless specifically exempted by law, every course for which State aid is claimed is fully open to any person who has been admitted to the College and who meets the appropriate academic prerequisites.

### CONCURRENT ENROLLMENT

Concurrent enrollment in more than one section of the same course during a semester is not permitted, except for certain Physical Education classes on a limited basis. Concurrent enrollment in courses which are cross-referenced to each other is not permitted. Violation of this regulation will result in exclusion from class and denial of course credit in both courses.

Classes scheduled at overlapping times enrolling in classes scheduled or conducted during overlapping times is not permitted. In addition to exclusion from both classes and denial of credits, violators will be subject to disciplinary action. (See "Standards of Student Conduct," elsewhere in this catalog.)

### BASIC SKILLS ENROLLMENT LIMITATION

Title 5, California Code of Regulations, limits student from taking more than 30 units of "remedial" course work, which is defined as "nondegree-applicable basic skills courses." Effective winter 2010, the college's registration system will prevent students, who have exceeded this limit, from enrolling in additional basic skills courses. However a student, who has reached this limit but enrolls in a credit or noncredit English as a Second Language (ESL) course, will be allowed to enroll in additional basic skills courses. Students with a learning disability may request an exemption through the Disabled Student Programs and Services (DSPS) Office. Also, this limitation does not apply to enrollment in noncredit basic skills courses. This schedule is available in alternate format on request.

### AUDITING CLASSES

Students may be permitted to audit a class under the following conditions:

1. Payment of a fee of \$15 per unit. Fees are not refundable and they are not covered by a fee waiver. Students enrolled in classes to receive credit for ten or more semester units shall not be charged to audit three or fewer semester units per semester. This fee structure is subject to change.
2. Students auditing a course shall not be permitted to change their enrollment in that course to receive credit for the course.
3. Priority in class enrollment shall be given to students wanting to take the course for credit.
4. Permission to enroll in a class on an audit basis is at the instructor's discretion.
5. Participation in class activities by student auditors will be solely at the discretion of the instructor, who may provide a written statement of how much participation is allowed beyond observation.
6. Students must be added as an auditor by the last day of the term to add classes. Units of Work/Study Load Maximum and minimum unit requirements may apply, as follows:

# POLICIES: ACADEMIC

The UNIT LIMIT maximum study load is 18 units during a regular semester, 7 units during summer session and 7 units during a winter intersession. The class load for students in the fall semester or summer session is from 12-18 units for full-time students. A college program of 15 units is equal to at least a 50-hour work week. Students who want to take 19 or more units must obtain approval from a College Counselor. Those students who will be employed while attending LACC should consider reducing their programs accordingly. Los Angeles City College suggests that those students who are employed full-time should enroll in no more than one or two classes (nine units maximum during the Fall or Spring; three units maximum during the Summer Session). Los Angeles City College defines a "full-time student" as one who is enrolled in 12 or more graded units. Los Angeles City College defines a "part-time student" as one who is enrolled in 6-11 graded units.

## ATTENDANCE

Only students who have been admitted to Los Angeles City College and are in approved active status may attend classes. Students should attend every meeting of all classes for which they register. To avoid being excluded from class, students should contact the instructor when they are absent for emergency reasons.

**IMPORTANT:** Students who are preregistered and miss the first class meeting may lose their right to a place in the class, but the instructor may consider special circumstances. Whenever students are absent more hours than the number of hours the class meets per week, the instructor may exclude them from class. In addition, the instructor will consider whether there are mitigating circumstances which may justify the absences. If the instructor determines that such circumstances do not exist, the instructor may exclude a student from the class. To avoid being dropped from class, students should contact the instructor when they are absent for emergency reasons. Students are responsible for officially dropping a class that they stop attending.

(See "Adding and Dropping" elsewhere in this catalog.)

## INSTRUCTOR NOTIFICATION POLICY

Students should notify the instructor regarding absences by United States mail or by placing a notice in the "Student to Faculty Box," located at the Campus Mail room. Students also may inform the instructor regarding their absences upon return to the class.

## ATTENDANCE DEFINITIONS

"Attendance" means attendance in at least one regular spring or fall semester each calendar year. Los Angeles City College defines continuous attendance for the California community colleges as attendance in one semester during the calendar year before the current semester of enrollment. (Two semesters need not be consecutive, as long as they are in the same calendar year.)

Attendance means enrollment and completion of graded academic course work. (P, NP, Inc and W are acceptable.) Summer is not included in continuous attendance. Reference: California Code of Regulations, Title 5, Section 40401

## GRADES & GRADING POLICIES

**Grading Symbols And Definitions** Only the symbols in the grading scale given in this section will be used to grade all courses offered in fulfillment of the requirements for an Associate degree or certificate. Grades will be averaged based on the point equivalencies to

set a student's grade-point-average, using the following evaluative symbols: The following non-evaluative symbols may be entered on the student's record:

## GRADE SYMBOL DEFINITION POINTS

A	Excellent 4
B	Good 3
C	Satisfactory 2
D	Passing; less than satisfactory 1
F	Failing 0
P	Pass (at least equivalent to a "C" grade or better;
NP	Equal to "D" or "F" grade; units awarded are not counted in GPA

**I (Incomplete)** Incomplete academic work for unforeseeable emergency and justifiable reasons at the end of the term may result in an "I" symbol being entered in a student record. The condition for removal of the "I" shall be stated by the instructor in a written record, which shall contain the conditions for removal of the "I" and the grade assigned in lieu of its removal. This record shall be given to the student, with a copy on file in the College Office of Admissions until the "I" is made up or the time limit has passed. The "I" symbol shall not be used in calculating units attempted nor for grade points. The "I" must be made up no later than one year following the end of the term in which it was assigned. The student may petition for a time extension due to unusual circumstances. Courses in which the student has received an Incomplete may not be repeated unless the "I" is removed and has been replaced by a grade. This does not apply to courses which are repeatable for additional credit. Petitions are available in the Admissions office.

**IP (In Progress)** The "IP" symbol shall be used only in those courses which extend beyond the normal end of an academic term. "IP" indicates that work is in progress, but that the assignment of a substantive grade must await its completion. The "IP" symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative grade and unit credit shall be assigned and appear on the student's record for the term in which the required work of the course is completed. The "IP" shall not be used in calculating grade-point-averages.

If a student enrolled in an open-entry, open-exit course is assigned an "IP" at the end of an attendance period and does not complete the course during the subsequent attendance period, the appropriate faculty will assign an evaluative symbol (grade) as specified above to be recorded on the student's permanent record for the course.

# POLICIES: ACADEMIC

## RD (Report Delay)

The "RD" symbol shall be used when the instructor has temporarily not submitted the student's assigned grade. Students receiving "RD" grades should contact their instructor immediately.


**W (Withdrawal)** Withdrawal from a class or classes is authorized from the 2nd week for no W (or 30% of the time the class meets) through the last day of the 12th week of instruction (or 75% of the time the class is scheduled to meet, whichever is less). No notation ("W" or other) shall be made on the record of a student who withdraws during the first four weeks, or 30% of the time the class is scheduled, whichever is less. Withdrawal between the end of the 4th week (or 30% of the time the class is scheduled to meet, whichever is less) and the last day of the 14th week of instruction (or 75% of the time the class is scheduled to meet, whichever is less) shall be authorized after informing the appropriate faculty. A student who remains in class beyond the 12th week (or 75% of the time the class is scheduled, whichever is less) shall be given a grade other than a "W", except in cases of extenuating circumstances. After the last day of the 12th week (or 75% of the time the class is scheduled, whichever is less), the student may petition to withdraw from class by demonstrating extenuating circumstances. Students may obtain a petition in the Admissions Office. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student. Withdrawal after the end of the 12th week (or 75% of the time the class is scheduled, whichever is less) which has been authorized in extenuating circumstances shall be recorded as "W". The "W" shall not be used in calculating units attempted nor for the student's grade point average. "W" will be used as a factor in progress probation and dismissal.

## THREE ATTEMPTS POLICY

Effective summer 2012, students will only have 3 attempts to pass a class. If a student gets a "W" or grade of "D", "F", "I", or "NP", in a class, that will count as an attempt. A student's past record of course attempts will also be considered.

If a student drops a class by the "Drop Classes without a W" date, it is not counted for the three (3) attempts that a student has to pass the class.

Example: Students will not be allowed to register for any course at any college within the LACCD if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.

 = NO MORE ATTEMPTS

We suggest the following strategies to assist you with your educational planning:

- See a counselor before making decisions that could affect your educational plan. You can make an appointment to see a counselor by visiting <http://www.lacitycollege.edu/services/counsel/counsel.html>
- If you must drop a course, drop before the specified deadline for dropping a class without a grade of "W".

\*Deadlines for short-term classes are different from semester-length classes. Check with instructor.

• Be sure you are academically prepared for classes in which you enroll. Read the description of the course in the college catalog. We have many support services available that can help you assess your readiness for courses. You can talk to a counselor for more information about these services.

## DEANS' & PRESIDENT'S HONORS

Students with outstanding scholastic achievement are given public recognition through the Los Angeles City College Dean's List. Full-time students (a student enrolled in 12 or more graded units the qualifying semester) must earn a 3.5 or higher GPA. Part-time students (a student enrolled in 6 through 11 graded units) must have completed 12 units and earn a 3.5 or higher GPA in the qualifying semester. Only the grades from courses completed at LACC, during the qualifying semester, will be used in calculating the grade point average (GPA). Grades of "Credit" will not be counted in meeting the unit requirement for the Dean's or President's Honor List Students who have appeared on the college's full-time or part-time Dean's Honor list for three (3) consecutive semesters will be placed on the President's Distinguished Honor List. Students who qualify for the Dean's and President's Honors are automatically placed on the lists. Students who think they qualify for either of these honors can go to the Admissions Office and request an unofficial transcript of their records, or use an electronic kiosk, or access the college's website and print out their transcript. Bring the unofficial transcript to the Office of Student Life, Cub Center for verification. The Dean's Honor Program is held annually each Summer Session to acknowledge the students who earned their honors the prior spring and fall semesters. For graduation with honors (Summa Cum Laude, Magna Cum Laude, Cum Laude), see "Graduation With Honors" in the Graduation Requirements section of this catalog.

## GRADES & GRADE CHANGES

The Los Angeles Community College Board of Trustees has approved the following grading policies and academic standards as required by California law. Please be aware of these policies and standards as they can have serious consequences if not followed. The Admissions Office and the Counseling Office will be happy to answer any questions you might have regarding these policies and standards. • Section 76224(a) provides: When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course, and the determination of the student's grade by the instructor, in the absence of a mistake, fraud, bad faith, or incompetency, shall be final.

No grade may be challenged by a student more than one (1) year from the end of the term in which the course was taken, provided that if a college's academic senate has determined that the period of time during which grades may be challenged should be more than one year, such longer period shall apply at that college. (Title 5, CAC, Section 51308) Petitioning Evaluative Or Non-Evaluative Grade Symbols Students must file petitions in the Admissions Office for any evaluative or nonevaluative grade symbol change. Inquiries regarding results of grade petitions or instructor complaints should first be directed to the faculty member responsible for the course. If resolution is not reached, the inquiry should be directed to the appropriate academic department chairperson and/or area Dean. If resolution is not reached at the departmental or area Dean level, inquiries should be made to the campus Ombudsperson, at (323) 953-4000 ext. 2450.

# POLICIES: ACADEMIC

## PASS/NO PASS OPTION (P/NP)

The College President may designate courses wherein all students enrolled in such courses are evaluated on a pass/no pass basis or wherein each student may elect on registration or no later than the end of the first 30% of the term whether the basis of evaluation is to be pass/no pass or a letter grade. These courses are noted elsewhere in this schedule as being eligible for the pass/no pass Option.

## PASS/NO PASS COURSES

Pass/no pass courses do not fulfill prerequisites for more advanced courses. The student must meet all class standards. A maximum of 15 units of pass/no pass grades may be applied toward the Associate Degree. Courses offered on this basis are listed below. NOTE: Please check the appropriate academic department for confirmation. Designated courses are subject to change.

### ACCOUNTING

BUSINESS ADMINISTRATION: All courses  
 ADMINISTRATION OF JUSTICE: All courses except 73 and 80  
 AFRICAN-AMERICAN STUDIES: All courses  
 ANTHROPOLOGY: All courses  
 ARCHITECTURE: 130,131  
 ART: 101, 102, 103,105, 107, 109, and 111

ASIAN STUDIES: All courses  
 ASTRONOMY: 1  
 BIOLOGY: 1, 3, 23 and 25  
 BUSINESS ADMINISTRATION: All courses  
 CHICANO STUDIES: All courses  
 CINEMA: 185  
 COMPUTER TECHNOLOGY: All courses  
 CORRECTIONS: All courses  
 CSIT: All courses  
 DANCE: All courses  
 EARTH SCIENCES: All courses, except 185, 285 and 385  
 ECONOMICS: 1  
 ELECTRONICS: All courses  
 ENGINEERING: All courses  
 ENGLISH: All courses, except 101, 102 and 103

ENVIRONMENTAL STUDIES: All courses  
 FINANCE: All courses  
 FOREIGN LANGUAGES: All courses  
 GEOGRAPHY: All courses  
 GEOLOGY: All courses  
 HEALTH: All courses  
 HISTORY: 11, 12 and 13  
 HUMANITIES: All courses  
 JOURNALISM: 5, 17, 18 and 19  
 INTERNATIONAL BUSINESS: All courses  
 LAW: All courses  
 LEARNING SKILLS: All courses  
 LIBRARY SCIENCE: 101  
 MANAGEMENT: All courses  
 MARKETING: All courses  
 MATHEMATICS: All courses  
 METEOROLOGY: All courses

MUSIC: 101, 111, 133, 135, 137, 141, 152, 161, and 181  
 OCEANOGRAPHY: All courses  
 OFFICE ADMINISTRATION: All courses  
 PHILOSOPHY: All courses  
 PHOTOGRAPHY: All courses  
 PHYSICAL EDUCATION: 96 through 499  
 PHYSICAL SCIENCE: 1, and 14  
 PHYSICS: 11, 12, 14  
 POLITICAL SCIENCE: 1  
 PSYCHOLOGY: 1, 2, 3, 12, 13, 14, 18, 21, 24, 32, 41, 43 and 52 and 72  
 RADIOLOGIC TECHNOLOGY: 160 and 180  
 REAL ESTATE: All courses  
 SOCIOLOGY: 1  
 SPEECH COMMUNICATION: All courses  
 SUPERVISION: All courses  
 TELEVISION: 1, 2 and 911  
 THEATRE ARTS: 200, 271, and 273;  
 Non-Academy Students: (100, 243, 300, 315, 413 and 450)  
 TRANSPORTATION-TRAVEL-TOURISM: All courses



# POLICIES: GENERAL

## ACCURACY STATEMENT

The Los Angeles Community College District and Los Angeles City College have attempted to make this catalog accurate and may, without notice, change general information, courses, or programs offered. The reasons for change may include student enrollment, level of funding or other issues decided by the District or college. The District and college also reserve the right to add to, change or cancel any rules, regulations, policies and procedures as provided by law.

## ACCREDITATION & PROFESSIONAL PROGRAM APPROVALS

Los Angeles City College, a California public, tax-supported community college, is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (3402 Mendocino Avenue, Santa Rosa, CA, 95403; [707] 569-9177), an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the United States Department of Education.

Los Angeles City College programs are also accredited by the American Dental Association (Dental Laboratory Technician) and the American Medical Association (Radiologic Technology) and the Commission on Dietetic Education of the American Dietetic Association (Dietetic Technician).

## STUDENT RIGHT-TO-KNOW DISCLOSURES

Beginning in Fall 1995, all certificate, degree and transfer-seeking first time full-time students were tracked over a three-year period; their completion and transfer rates were calculated. More information about Student Right-To-Know rates and how they should be interpreted can be found at the California Community Colleges "Student Right-To-Know Information Clearinghouse Website" at <http://srk.cccco.edu>. Student Right To Know: Campus Security.

## EQUAL-OPPORTUNITY POLICY COMPLIANCE PROCEDURE

To assure proper handling of all equal opportunity matters, including the Civil Rights Act and Americans with Disabilities Act, discrimination, accommodation and compliance issues, inquiries should be directed to following individuals:

Compliance Officer

- Sexual Harassment
- Discrimination – Education
- Discrimination – Workplace - Hiring/Promotion • Training For assistance, contact the Compliance Officer (323) 953-4000 ext. 2249.

Dean, Special Programs

- ADA
- Section 504. For assistance, contact the Office of Special Services in Clausen Hall 109 (323) 953-4000 ext. 2280.

Administrative Services for Affirmative Action • EEO – Hiring/Promotion • Gender Equity (Non-Athletic) For assistance, contact, AD 213 (323) 953-4000 ext. 2094.

## PROHIBITED DISCRIMINATION & HARASSMENTS POLICY

The policy of the Los Angeles Community College District is to provide an educational, employment and business environment free from prohibited Discrimination, as defined by Rule 15003. Employees, students or other persons acting on behalf of the District

who engage in Prohibited Discrimination as defined in this policy or by State and Federal law shall be subject to discipline, up to and including discharge, expulsion or termination of contract. The specific rules and procedures for reporting allegations of Prohibited Discrimination and for pursuing available remedies are incorporated in the Board Rules in Chapter 15. Copies may be obtained from each College and District Compliance Officer.

The LACCD has a policy that provides formal and informal procedures for resolving complaints. Copies of the policy and procedures may be obtained from the LACC Compliance Office Website ([www.lacitycollege.edu/resource/compliance\\_office](http://www.lacitycollege.edu/resource/compliance_office)) or by calling the LACCD Office of the Vice Chancellor of Educational Services at (213) 891-2279, or the LACCD Office of Diversity Programs at (213) 891-2315.

Any member of the Los Angeles City College community: students, faculty, and/or staff, who believes, perceives or actually experiences conduct that may constitute prohibited discrimination, has the right to seek the help of the College. Every employee has the responsibility to report such conduct to the LACC Compliance Officer when it is directed toward students.

Potential complainants are advised that administrative and civil law remedies, including but not limited to injunctions, restraining orders or other orders, may be made available. For assistance, contact the Compliance Officer, (323) 953-4000 ext. 2492.

## LIMITED ENGLISH PROFICIENCY

Occupational Education Classes are open to all students. Although the lack of proficiency in English is no barrier to enrollment in occupational education courses, it is suggested the students deficient in English utilize the services of the college that are provided for persons who are limited in English proficiency or have English as a Second Language.

Contamos con cursos vocacionales en distintas ramas de trabajo. Todos los cursos están disponibles a las personas que no dominan el idioma inglés con fluidez. No tener conocimientos básicos de inglés no debe ser un impedimento para matricularse en dichos cursos. Los servicios del colegio están disponibles para personas que hablan inglés como segundo lenguaje.

Մասնագիտական կրթության դասերը բաց են բոլոր ուսանողների համար: Անգլերենի սահմանափակ տիրապետումը արգելք չի հանդիսանում ընդգրկվելու մասնագիտական դասերի մեջ: Անգլերենից թույլ ուսանողներին առաջարկվում է օգտվել քոլեջի ծառայություններից, որոնք նախատեսված են այն ուսանողների համար, որոնց անգլերենը սահմանափակ

է կամ երկրորդ լեզուն է ՌՐՍԼՋ:

## ALTERNATIVE PUBLICATION FORMATS

Students with verifiable disabilities who require alternate formats of college publications and resources should check with The Vice President of Student Services (323) 953-4000 ext. 2460.

The College will provide information in alternate text formats upon request in the timeliest manner possible.

Note: the Catalog and Schedule of Classes are also available on our web site, [www.lacitycollege.edu](http://www.lacitycollege.edu).

## CAMPUS SECURITY REPORTS

Pursuant to the Clear Act, the College's Security Reports are published in each LACC class schedule and on the web at [www.lacitycollege.edu/public/Crime/index.htm](http://www.lacitycollege.edu/public/Crime/index.htm). Students may obtain a paper copy of the Report upon request from the Sherriff's office.

# POLICIES: STUDENT

## STUDENT RESPONSIBILITIES TO BE INFORMED

It is the student's responsibility to be familiar with the information presented in this catalog and to know and observe all policies and procedures related to the program he or she is pursuing. Regulations will not be waived and exceptions will not be granted if a student pleads ignorance of policies or procedures.

While LACC academic counselors are available to assist you in planning your schedule, and other instructors are available to assist you, it remains the responsibility of the student to follow all policies and to meet all requirements and deadlines. Students need to satisfy the requirements of the catalog in effect at the time he or she is admitted to, and begins course work in, a degree or certificate program. If a student is not in attendance for more than one consecutive semester, he or she must follow the catalog in effect when they return. New catalogs take effect in the Fall semester of the year published.

## CATALOG RIGHTS

The college catalog is the document of record. A student will maintain "catalog rights" by continuous\* attendance in the Los Angeles Community College District to satisfy the degree, certificate or graduation requirements in effect at the college from which the student will earn the degree, certificate or graduate if:

1. At the time the student began such attendance at the college, or
2. At the time of graduation.

\*Continuous attendance means no more than a one semester absence within a school year, excluding summer sessions and winter inter sessions. Absence due to an approved educational leave shall not be considered an interruption in attendance, if the absence does not exceed two years.

### For purposes of implementing this policy, the college may:

1. Authorize or require substitutions for discontinued courses; or
2. Require a student changing his/her major to complete the major requirements in effect at the time of the change.

## DIRECTED STUDY COURSES

Directed Study courses are offered by several academic and vocational departments. They are designed for students who are capable of independent work and who demonstrate the need or desire for additional study beyond the regular curriculum. Enrollment allows students to pursue activities such as directed field experience research or the development of skills and competencies under faculty advisement and supervision. Directed Study courses are available in a wide variety of disciplines. Students wishing to enroll in a Directed Study course should contact the appropriate department chair. Units are awarded depending upon satisfactory performance and the amount of time committed by the student to the course. Allowable units vary according to discipline and are based on the following formula: Directed Study 185 (1-unit) = 48 hours per semester Directed Study 285 (2-unit) = 96 hours per semester Directed Study 385 (3-unit) = 144 hours per semester Students should note that there are limitations as to the allowable maximum number of Directed Study units. For all Directed Study Courses transferring to the University of California, the maximum credit allowed is 3 semester units per term or six units total in any and all appropriate

subject areas combined. The granting of transfer credit for Directed Study courses is contingent upon review of the course outline by the appropriate UC campus. It is recommended that students consult with a College Counselor and with the appropriate instructor and/or department chairperson before enrolling in Directed Study courses. Please refer to the current Schedule of Classes for information regarding specific Directed Study classes being offered.

## GRADE REPORTS

The Los Angeles Community College District does not mail grades to students. Students may receive information on their grades through the Student Information on the web.

You may obtain a printed copy of your grades from the LACC Admissions Office. This printed copy is not a transcript or a Verification of Enrollment. If you need a transcript or a Verification of Enrollment, you may order it from the Admissions Office.

## ADDING/DROPPING CLASSES AND COLLEGE WITHDRAWAL

LACC policies regarding adding and dropping classes are listed below. These policies are subject to change.

### Adding Classes:

Only students who have been admitted to the College and are in approved active status may add or attend classes. Registered students who are on a waiting or standby list must obtain permission from the instructor to add the class.

During the first two weeks of the term, available classes are posted by section number in an area near the Office of Admissions in the Administration building.

### Dropping Classes:

Students wishing to drop one or more classes must do so through the Office of Admissions by filing a drop card or web site. It is the student's responsibility to drop from class if he or she decides not to attend or stops attending. Students might not be automatically dropped and/or excluded and will be accountable for any fees due. The following schedule applies to dropping classes. Any drops or exclusions that occur before the end of the 4th week of the semester (or 30% of the time the class is scheduled to meet) will not be noted on the student records.

Any drops or exclusions that occur between the 5th and the 12th week of the semester (or 75% of the time the class is scheduled, whichever is less) will result in a "W" ("Withdrawal") on the student's record, which will be included in the determination of progress probation. Drops are not permitted beyond the end of the 12th week. A grade (A, B, C, D, F, P, I, or NP) will be assigned to students who are enrolled past the end of the 12th week even if they stop attending class, except in cases of extenuating circumstances. After the last day to drop students may withdraw from class upon petition demonstrating extenuating circumstances. Petitions may be obtained from the Office of Admissions.

### Withdrawal from the College:

It is recommended that students consult with a College Counselor when withdrawing (dropping all classes). Clearance of the record in courses where equipment has been issued is required when students separate from such classes.



# POLICIES: STUDENT – STUDENT – CONTINUED

## PROBATION & DISMISSAL

### Standards for Probation:

The following standards for academic and progress probation shall be applied as required by regulations adopted by the Board of Governors of the California Community Colleges.

**Probation:** A student shall be placed on probation if any one of the following conditions prevail:

**Academic Probation:** The student has attempted a minimum of 12 semester units of work and has a grade-point-average less than a “C” (2.0).

**Progress probation:** The student has enrolled in a total of at least 12 semester units and the percentage of all units in which a student has enrolled and for which entries of W (Withdrawal), I (Incomplete), and NP (No Pass) are recorded reaches or exceeds fifty percent (50%).

### Standards For Dismissal:

Students shall be subject to dismissal and subsequently be dismissed under the conditions set forth within this section. Dismissal from Los Angeles City College shall disqualify students from admission to any college in the Los Angeles Community College District (LACCD).

**Academic Dismissal:** Students who are on academic probation shall be subject to dismissal if they have earned a cumulative grade-point-average of less than 2.0 in all units attempted in each of three consecutive semesters. Students who are on academic probation and who earn a semester grade-point-average of 2.0 or better shall not be dismissed as long as this minimum semester grade-point-average is maintained.

**Progress Dismissal:** Students who are on progress probation shall be subject to dismissal if the cumulative percentage of units in which they have been enrolled for which entries of W (Withdrawal), I (Incomplete), and NP (No Pass) are recorded in at least three (3) consecutive semesters reaches or exceeds fifty percent (50%). Students who are on progress probation shall not be dismissed after a semester in which the percentage of units in which they have been enrolled for which entries of W, I and NP are recorded is less than fifty percent (50%).

**Appeal of Dismissal:** Students who are subject to dismissal may appeal to the Vice President of Student Services. Dismissal may be postponed and the student continued on probation if the student shows significant improvement in academic achievement but has not been able to achieve a level that would meet the requirements for removal from probation.

**Readmission After Dismissal:** Students who have been dismissed may request reinstatement after two (2) semesters have elapsed. They shall submit a written petition requesting readmission to the College in compliance with College procedures. Readmission may be granted, denied or postponed subject to fulfillment of conditions prescribed by the College. Students must file a petition to return prior to the day for new and returning students to register in person. Refer to the College Calendar in the current Schedule of Classes for effective dates.

## COURSE REPETITION

See an Academic Counselor For Advisement  
Special Circumstances Repetition of courses for which substandard

work has not been recorded shall be permitted only upon advance petition of the student and with permission of the College President or designee based on a finding that circumstances exist which justify such repetition. In such repetition under special circumstances, the student's permanent academic record shall be annotated in such a manner that all work remains legible. Grades awarded for repetition under special circumstances shall not be counted in calculating a student's grade-point-average. To Improve Substandard Grades Students may petition for approval to repeat courses up to a total of 15 units in which substandard grades (less than “C”) were awarded. Students may repeat the same course only once for this purpose. Upon completion of a course repetition, the best grade earned will be computed in the cumulative grade-point-average and the student academic record so annotated. No specific course or categories of courses shall be exempt from course repetition. This policy is adopted for use in the Los Angeles Community College District only. Other institutions may differ. Students planning to transfer to another college or university should contact the institution regarding its policy.

## CREDIT BY EXAMINATION

Some courses in listed in this catalog are eligible for credit by examination.

1. Methods of obtaining credit by examination.
  - a. Achievement of a score of three (3) or higher on an Advanced Placement Examination administered by the College Entrance Board
  - b. Credit by satisfactory completion of an examination administered by the college in lieu of completion of a course listed in the Los Angeles City College Catalog.
  - c. Achievement of a score that qualifies for credit on an examination administered by other agencies approved by Los Angeles City College.
2. Determination of Eligibility to Take College Administered Examinations. Students who qualify:
  - a. Must be currently enrolled in at least six (6) units at Los Angeles City College, in good standing, and with minimum grade point average of “C” (2.0) in any work attempted at Los Angeles City College.
  - b. May petition for credit by examination if they
    - 1) Are eligible to take such course for credit under existing regulations;
    - 2) Have not completed a course or are not in the process of taking a course which is more advanced than the course for which credit is requested.
3. Maximum credit allowable for credit by examination:

The maximum number of credits allowable for credit by examination for the associate degree shall be fifteen (15). Credit by examination transferred from other institutions is counted toward this maximum.

### Limitations:

- a. Credits acquired by examination are not applicable to meeting such unit load requirements as Veteran or Social Security benefits.
- b. Recording of Credit: Students who successfully pass the examination given to fulfill the “credit by examination” option shall have the course posted on their cumulative record indicating “Credit” in the grade column. The number of units of

# POLICIES: STUDENT – CONTINUED

credit recorded for any course may not exceed those listed in the College catalog.

4. Acceptance Towards Residence Units for which credit is given pursuant to the provisions of this section shall not be counted in determining the twelve units of credit in residence requirement.
5. Recording of credit:
  - a. If a student passes the examination, the course shall be based on his/her cumulative record indicating "Credit" in the "Grade" column.
  - b. The number of units of credit recorded for any course may not exceed those listed in the Los Angeles City College Catalog.

## CREDIT FOR COURSES COMPLETED AT NON-ACCREDITED INSTITUTION

Students transferring from institutions not accredited by the Western Association of Schools and Colleges may, after successful completion of 30 units with a "C" or better grade-point-average, petition for credit in courses which parallel the offerings of the College.

The following exceptions for currently enrolled students may be made to this regulation:

1. Credit for Graduates of Diploma Schools of Nursing. The following amount of credit is authorized for graduates of Diploma Schools of Nursing who enter a Los Angeles Community College District college:
  - a. Thirty semester units of credit will be awarded to graduates of Diploma Schools of Nursing under the following conditions: The student presents a valid, current California certificate as a licensed registered nurse to the designated administrative officer. The student has completed at least 12 units of credit at the College to which application is made.
  - b. The work of graduates of Diploma Schools of Nursing outside California will be recognized if the student has a valid, current California license. Credit will be given although the license was obtained by reciprocity with another state rather than by examination.
  - c. Candidates for the Associate of Arts or Associate of Science Degree are exempt from Health Education as a general education requirement. No other general education requirements will be waived.
  - d. The transcript is not to reflect the major field nor should the diploma, where given, indicate Nursing as a major.
2. Credits for Military Service Training Students who are currently serving in or have served in the military service, may, after successful completion of at least one course at a college in the Los Angeles Community College District, request an evaluation of credit earned through military service training schools and/or military occupational specialties for a total of six general elective credits.
3. Credits for Law Enforcement Academy Training Credit for basic recruit academy training instructional programs in Administration of Justice or other criminal justice occupations shall be granted as follows:
  - a. Credit will be given for training from institutions which meet the standards of training of the California Peace Officers Standards and Training Commission.

- b. A single block of credit will be given and identified as academy credit.
  - c. One unit of credit may be granted for each 50 hours of training, not to exceed 18 semester units or their equivalent. Credits granted by an institution of higher education for basic recruit academy training, under the above provisions, shall not be identified as equivalent to any required course in the major.
4. Acceptance Towards Residence Units for which credit is given pursuant to the provisions of this section shall not be counted in determining the twelve units of credit in residence requirement.
  5. Recording of Grade: Students who successfully pass the examination given to fulfill the "credit by examination" option shall have the record of such examination entered on their record as "CRX" (Credit by Exam), as provided by the LACCD Grading Symbols and Definitions Policy.
    - \* The exception being foreign languages.

## EVALUATION OF FOREIGN/ INTERNATIONAL TRANSCRIPTS

Students who wish to receive course credit for college and university work completed in a foreign country or outside of the United States must have their transcripts evaluated if the transcript is in foreign language.

It is also recommended that course descriptions be submitted along with the evaluated transcript, for courses that the student would like to receive credit. The process for receiving credit for Foreign/International Transcripts is as follows:

1. A petition must be submitted to the Admissions Office in AD-100 to request credit for the courses in question along with the evaluated transcripts. If you don't know where to take your Foreign/International transcripts to be evaluated, the Admissions Office will provide you with a list of LACCD recognized companies that are authorized to evaluate Foreign/International transcripts.
2. It is advisable that you provide the Admissions Office with course descriptions, where possible, of the evaluated course work, or any catalog information that may expedite the evaluation process. Please refer to the university or college the course work was completed, to request course descriptions.
3. After your petition and transcripts have been evaluated, you will be informed of the outcome. If you do not agree with the outcome of your petition, you may petition the appropriate Department Chair. The decision of the Department Chair is final.

## CANCELLATION OF CLASSES

The College reserves the right to discontinue any class with insufficient enrollment.

## CLASSROOM CONDUCT

Instructors are responsible for presenting appropriate material in courses, and students are responsible for learning this material. Although it is a student's academic performance that is evaluated in determining grades, student conduct is important in the academic setting. A student may be suspended for two class periods due to unsatisfactory student conduct, undue disrespect toward an instructor or administrator, or academic dishonesty. Each student is responsible for maintaining standards of academic performance established for each course in which he or she is enrolled.

# POLICIES: STUDENT – CONTINUED

## STANDARDS OF STUDENT CONDUCT

Students enrolling in one of the Los Angeles Community Colleges may rightfully expect that the faculty and administrators will maintain an environment in which there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on the campus. As members of the College community, students should be encouraged to develop the capacity for critical judgment; to engage in sustained and independent search for truth; and to exercise their rights to free inquiry and free speech in a responsible, nonviolent manner.

Students shall respect and obey civil and criminal law, and shall be subject to legal penalties for violation of laws of the City, County, State and Nation.

Student conduct must conform to LACCD and Los Angeles City College rules and regulations. Violations of such rules and regulations will subject students to disciplinary action. Such violations, include, but are not limited to, the following:

**Board Rule 9803.10** Willful disobedience to directions of College officials acting in the performance of their duties.

**Board Rule 9803.11** Violation of College rules and regulations including those concerning student organizations, the use of College facilities, or the time, place, and manner of public expression or distribution of materials.

**Board Rule 9803.12** Dishonesty, such as cheating, or knowingly furnishing false information to the College.

**Board Rule 9803.13** Unauthorized entry to or use of the College facilities.

**Board Rule 9803.14** Forgery, alteration or misuse of College documents, records or identification.

**Board Rule 9803.15** Obstruction or disruption of classes, administration, disciplinary procedures, or authorized College activities.

**Board Rule 9803.16** Theft of or Damage to Property. Theft of or damage to property belonging to the College, a member of the College community or a campus visitor.

**Board Rule 9803.17** Interference with Peace of College. The malicious or willful disturbance of the peace or quiet of any of the Los Angeles Community Colleges by loud or unusual noise of any threat, challenge to fight, or violation of any rules of conduct as set forth in the LACCD Board Rule regarding "Conduct on Campus." Any person whose conduct violates this section shall be considered to have interfered with the peaceful conduct of the activities of the College where such acts are committed.

**Board Rule 9803.18** Assault or Battery. Assault or battery, abuse or any threat of force or violence directed toward any member of the college community or campus visitor engaged in authorized activities.

**Board Rule 9803.19** Alcohol and Drugs. Any possession of controlled substances which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230, any controlled substances the possession of which are prohibited by the same, or any possession or use of alcoholic beverages while on any property owned or used by the District or colleges of the District or while participating in any District or college-sponsored function or field trip. "Controlled substances," as used in this section, include but are not limited to the following drugs and narcotics: Opiates,

opium, and opium derivatives; mescaline; hallucinogenic substances; peyote, marijuana; stimulants, depressants, cocaine.

**Board Rule 9803.20** Lethal Weapons. Possession, while on a college campus or at a college sponsored function, of any object that might be used as a lethal weapon is forbidden all persons except sworn peace officers, police officers and other government employees charged with policing responsibilities.

**Board Rule 9803.21** Discriminatory Behavior. Behavior while on a college campus or at a college-sponsored function, inconsistent with the District's nondiscrimination policy, which requires that all programs and activities of the Los Angeles Community College District be operated in a manner which is free of discrimination on the basis of race, color, national origin, ancestry, religion, creed, sex, pregnancy, marital status, sexual orientation, age, handicap or veterans status.

**Board Rule 9803.22** Unlawful Assembly. Any assemblage of two or more persons to (1) do an unlawful act, or (2) do a lawful act in a violent, boisterous, or tumultuous manner.

**Board Rule 9803.23** Conspiring to Perform Illegal Acts. Any agreement between two or more persons to perform illegal acts.

**Board Rule 9803.24** Threatening Behavior. A direct or implied expression of intent to inflict physical or mental/emotional harm and/or actions, such as stalking, which a reasonable person would perceive as a threat to personal safety or property. Threats may include verbal statements, written statements, telephone threats or physical threats.

**Board Rule 9803.25** Disorderly Conduct. Conduct which may be considered disorderly includes: lewd or indecent attire or behavior that disrupts classes or college activities; breach of the peace of the college; aiding or inciting another person to breach the peace of the college premises or functions.

**Board Rule 9803.26** Theft or Abuse of Computer Resources. Theft or abuse of computer resources including but not limited to:

- a. Unauthorized entry into a file to use, read or change the contents, or for any other purpose.
- b. Unauthorized transfer of a file.
- c. Unauthorized use of another individual's identification and password.
- d. Use of computing facilities to interfere with the work of a student, faculty member, college official, to alter college or district records.
- e. Use of unlicensed software.
- f. Unauthorized copying of software.
- g. Use of computing facilities to access, send or engage in messages which are obscene, threatening, defamatory, present a clear and present danger, violate a lawful regulation and/or substantially disrupt the orderly operation of a college campus.
- h. Use of computing facilities to interfere with the regular operation of the college or district computing system.

**Board Rule 2803.27** Performance of an Illegal Act. Conduct while present on a college campus or at a location operated and/or controlled by the District or at a District sponsored event, which is prohibited by local, State or federal law.

**Board Rule 9804** Interference with Classes. Every person who, by physical force, willfully obstructs or attempts to obstructs any student or teacher seeking to attend or instruct classes at any of the campuses or facilities owned, controlled, or administered by the

## POLICIES: STUDENT – CONTINUED

Board of Trustees of the Los Angeles Community College District, is punishable by a fine not exceeding five hundred dollars (\$500) or imprisonment in a county jail not to exceed one (1) year, or by both such fine and imprisonment. As used in this section, “physical force” includes, but is not limited to, use of one’s person, individually or in or concert with others, to impede access to or movement within which the premises are devoted.

**Board Rule 9805** Interference with Performance of Duties by Employees. Action to cause or attempt to cause, any employee of the Los Angeles Community Colleges to do or refrain from doing, any act in the performance of his/her duties by means of a threat to inflict any injury upon any person or property, is guilty of a public offense.

**Board Rule 9805.10** Assault or abuse of an Instructor. Assault or abuse of any instructor employed by the District in the presence or hearing of a community college student or in the presence of other community college personnel or students and at a place which is on District premises or public sidewalks, streets or other public ways adjacent to school premises or at some other place where the instructor is required to be in connection with assigned college activities.

**Board Rule 9806** Unsafe Conduct. Conduct which poses a threat of harm to the with a Health Services Program (e.g., Nursing, Dental Hygiene, etc.); failure to follow safety direction of District and/or college staff; willful disregard to safety rules as adopted by the District and/ or college; negligent behavior which creates an unsafe environment.

### STUDENT DISCIPLINE PROCEDURES

Community college districts are required by law to adopt standards of student conduct along with applicable penalties for violation (Education Code Section 66300). The Los Angeles Community College District has complied with this requirement by adopting Board Rules 9803 and 9804-9806, Standards of Student Conduct . The LACCD has adopted Board Rule 91101, “Student Discipline Procedures,” to provide uniform procedures to assure due process when a student is charged with a violation of the Standards of Student Conduct. All proceedings held in accordance with these procedures shall relate specifically to an alleged violation of the established Standards of Student Conduct. These provisions do not apply to grievance procedures, or residence determination and other academic and legal requirements for admission and retention. Disciplinary measures may be taken by the College independently of any charges filed through civil or criminal authorities, or both. Copies of the Student Discipline Procedures are available in the Office of Vice President of Student Services.

### STUDENT GRIEVANCE PROCEDURES - OMBUDSPERSON ADMINISTRATIVE REGULATION E-55

Information about the grievance procedures and a copy of the regulation are available to grievant(s) and/or respondent(s) upon request at The Office of Student Life, in SU 219. The purpose of this regulation is to provide a prompt and equitable means for resolving student(s) grievances. In the pursuit of academic goals, the student should be free of unfair or improper action by any member of the academic community. The grievance procedure may be initiated by a student, or group of students who reasonably believe he/she/they have been subjected to unjust action or denied rights that adversely affect his/her/their status, rights or privileges as a student. It is the responsibility of the student(s) to submit proof of alleged unfair or improper action. The role of the Ombudsperson is that of a facilitator

of the grievance process, and not that of an advocate for either the grievant(s) or respondent(s). During the informal resolution stage of the grievance process, the ombudsperson will facilitate informal meetings and discussions that may lead to a resolution of the grievance. If the matter cannot be resolved informally, the student may request a formal grievance hearing. Grievances pertaining to grades are subject to the California Education Code, Section 76224(a) which states: “When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith or incompetency, shall be final.” This grievance procedure does not apply to the challenge process for prerequisites, co-requisites, advisories and limitations on enrollment; alleged violations of sexual harassment; actions involving student discipline; alleged discrimination on the basis of the ethnic group identification, religion, age, sex, color, sexual orientation, physical or mental disability; or an appeal for residency decision; or the eligibility, disqualification or reinstatement of Financial Aid. The appeal procedure regarding Financial Aid may be obtained in the Financial Aid Office. Additional information regarding discrimination and sexual harassment procedures and policies are listed in the Schedule of Classes and the College Catalog. Procedure may be obtained from the Associate Dean of Student Life & Leadership Development located in SU 219. For assistance, call (323) 953-4000 extension 2453.

### DRUG-FREE CAMPUS

Los Angeles City College adheres to, supports and is in full compliance with requirements that maintain our college as a drug-free institution of higher education. The LACCD Board of Trustees has adopted the following standards of conduct: Students and employees are prohibited from unlawfully possessing, using or distributing illicit drugs and alcohol on district premises, in District vehicles or as part of any activity of the Los Angeles Community College District. The LACCD Board of Trustees has adopted Rule 9803.19, which prohibits: Any possession of controlled substances which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230, any use of controlled substances, the possession of which is prohibited by the same or any possession or use of alcoholic beverages while on any property owned or used by the District or colleges of the District. “Controlled substances,” as used in this section, include, but are not limited to the following drugs and narcotics: opiates, opium and opium derivatives, mes-caline, hallucinogenic substances, peyote, marijuana, stimulants, depressants, cocaine. The LACCD Board of Trustees policy on the Drug-Free Workplace restates these prohibitions. Legal Sanctions Federal laws regarding alcohol and illicit drugs allow for fines and/ or imprisonment. Other legal problems include the loss of driver’s license and limitations of career choices. Health Risks Health risks associated with the abuse of controlled substances include malnutrition, damage to various organs, hangovers, blackouts, general fatigue, impaired learning, dependency, disability and death. Both drugs and alcohol may be damaging to the development of an unborn fetus. Other Risks Personal problems include diminished self-esteem, depression, alienation from reality and suicide. Social problems include loss of friends, academic standing and co- and extra-curricular opportunities, alienation from and abuse of family

# POLICIES: STUDENT – CONTINUED AND LACC PARKING

members and chronic conflict with authority. Economic problems include loss of job, financial aid eligibility, homes, savings and other assets. Counseling, Treatment and Rehabilitation Students should contact the LACC Counseling Office for assistance and referrals. Disciplinary Action Violation of the above Board Rules shall result in student discipline, imposed in accordance with the Student or termination of financial aid; suspension; withdrawal of consent to remain on campus; expulsion subject to reconsideration and permanent expulsion. Furthermore, institutional policies and practices may impose disciplinary sanctions on students and employees consistent with local, state and Federal law, up to and including expulsion, termination of employment and referral for prosecution for violations of the standard of conduct. The Los Angeles Community College District is committed to drug-free and alcohol-free campuses. We ask you to share in this commitment and dedication.

## **EDUCATIONAL ENVIRONMENT POLICY**

Due to requirements set forth by the Occupational Safety and Health Administration, proper attire, including shoes, eye ware and other articles, should be worn during all class hours.

## **FAMILY EDUCATION RIGHTS & PRIVACY ACT**

See Student Records and Directory Information, elsewhere in these policies.

## **HEALTH FEE WAIVERS (STUDENT)**

LACCD policy exempts the following students from paying the student health fee:

- a. Students who depend exclusively on prayer for healing in accordance with the teaching of a bona fide religious sect;
- b. Students attending classes under an approved apprenticeship training programs;
- c. Non-Credit Education Students;
- d. Students enrolled exclusively at District sites where health services are not provided;
- e. Students enrolled exclusively through Instructional Television or distance education classes;
- f. Students enrolled exclusively through contract education. Students exempted under the provisions of a., b., and c. above are eligible to receive the services of the college health program; all other exempted students are not eligible to receive the services of the college health program.

## **SEX OFFENDER REGISTRATION**

California law requires that certain statutorily defined sex offenders notify community college law enforcement officials that they are present on campus in specific capacities. If you fall into this category, you must register with the College's Sheriff's Department Office.

## **SMOKING POLICY**

Smoking is not permitted in any classroom or other enclosed facility that any student is required to occupy or which is customarily occupied by students, faculty, staff, and/or administrator. Designated areas only.

## **WORKFORCE DIVERSITY**

The policy of the Los Angeles Community College District is to implement affirmatively equal opportunity to all qualified employees and applicants for employment without regard to race, color, national origin, ancestry, religion, creed, sex, age, disability, marital status, sexual orientation or veteran status. Positive action will be taken to ensure that this policy is followed in all personnel practices, including recruitment, hiring, placement, upgrading, transfer, demotion, treatment during employment, rate of pay or other forms

of compensation, selection for training, layoff or termination. An Affirmative Action Program will be maintained in accordance with Board Rule 101301. Inquiries regarding Workforce Diversity at Los Angeles City College should be directed to the Associate Vice President, Administrative Services responsible for Human Resources.

## **The Speed Limit**

The maximum speed limit on campus and in parking lots is 5 miles per hour. Drivers exceeding the speed limit are subject to a traffic citation or other action.

## **Parking Regulations**

The Board of Trustees of the Los Angeles Community College District has authorized parking fees for Los Angeles City College. Los Angeles City College and the Los Angeles Community College District assume no responsibility for damage to any motor vehicle, theft of its contents or injury to persons operating a vehicle, or parked on or off the campus unless liable under Government Codes, including, but not limited to, Government Codes 810 to 966.6 inclusive.

In accordance with California Vehicle Code 21113A and California Education Code 72247, parking regulations will be enforced on the campus. Violators will be cited by the College Sheriff which is not authorized to grant any privileges deviating from the rules.

## **Other LACCD Parking Permits**

Student Parking Reciprocity: LACCD students with a valid student parking permit from any LACCD campus can park in Student Lot #1, 2 or 3, as long as the permit is properly displayed.

## **Restricted Zones**

Red curbs, yellow curbs and fire hydrant violations are enforced by the College Sheriff, as would be the case in your home community.

## **Contesting Parking Citations**

Parking citations may be contested by completing a "Parking Citation Administrative Review" form. This form may be obtained at the College Sheriff's office. The form must be filled out completely and filed with the Sheriff's office within twenty-one (21) days of the issuance date of the citation. Incomplete or incorrect forms will not be considered for review. Please be specific in explaining why the citation should be dismissed. The finding of the review will be mailed back to the contesting party.

If you do not agree with the findings of the review, you have the right to request an Administrative Hearing. You have 15 days from the date of the administrative review to commence this procedure. You must post the bail amount (fine) of the original citation, by check or money order, at the College Business Office (AD111). Deliver a copy of the bail receipt to the College Sheriff and obtain and complete a "Request for Administrative Hearing" form. You will be notified by mail when a hearing date is set.

## **Parking Fee Payments & Refunds**

Enrollment and Tuition Fees must be paid with or before a student parking permit may be purchased. Student parking fees are refundable each semester through the enrollment refund period. The parking permit must be returned at the time the refund is requested. No refunds are allowed on day permits. (In the event of a machine malfunction, please contact the Los Angeles County Sheriff's Office on campus, AD-115. Refund will be issued in Business Office.)

# POLICIES: STUDENT – CONTINUED AND LACC PARKING

## Where To Park

Street Parking and Street parking around the perimeter of the campus is limited. Read the signs carefully to avoid a citation. Metered parking is available on the west border of the campus on Heliotrope. (There is no parking after 6 PM on the residential side of Heliotrope.) Vehicles parked at a broken or nonfunctional parking meter are subject to citation. Vehicles with parking permits must also pay if parked in a metered parking stall.

## Student Parking Lots

Students may park in Lots 1 & 2 & 3 only by permit (see map on the inside back cover). Lot 1 is the surface parking area on Vermont Ave. Lot 2 is the parking structure on Vermont. the student level of Lot 3 on Heliotrope is for ASG preferred student parking only. Parking in other lots, even during the first week of the semester, will result in citation.

## There is no grace period. Parking Permits

All parking is by valid parking permit, which may be purchased at the LACC Business Office, or paid parking meter in designated lots as posted. A valid parking permit must be displayed at all times the vehicle is parked in a college parking lot throughout the semester, including weekends and holidays. Permit hangers should be hung so that the colored side faces the windshield. The purchase of a parking permit allows access to the designated parking lot but does not guarantee a parking space.

(NOTE: Except for the first two weeks of classes when parking is more congested than usual, the top level of the parking structure typically has available parking throughout the day. We recommend that you arrive early to allow time to secure a spot and walk to class. It takes approximately 6-8 minutes to walk from the lots to the center of the campus quad.)

## Parking Fees

ASG Preferred: \$27.00 allows you to park in Lot 1 & Lot 2 & 3. Additionally, the ASG Preferred parking entitles you to receive the benefits of ASG membership. These benefits include free photocopying, Blue Books, Scantrons, computer use with Internet Access; student representation on important decision making bodies; and sponsorship of college activities. For more details, visit the ASG Office in Cub Center.

## Restricted: \$20.00

Allows you to park in the Lot 2 Parking Structure only.

## Daily Metered Permit: \$2.00

are valid in both Lots 1 and 2 on the day of purchase only.

## Motorcycles & Mopeds Parking

Motorcycles and mopeds are not required to display a parking permit but MUST park in the designated motorcycle parking spaces. Any motorcycle or moped parked in a parking stall designated for automobiles or parked in any other area not designated for motorcycle or moped parking may be cited and/or impounded.

## Disability Parking

There are "HANDICAP" designated parking stalls in each of the student parking lots and throughout the campus. Vehicles parked in these stalls must display a valid college parking permit and disabled parking placard. Students with disabilities who are also on a fee waiver will receive a Preferred LACC Parking Permit, at no charge,

when they present their DMV certificate at the Business Office. Students must follow all Student Parking Policies as described herein and are subject to citation for any violation of the parking regulations.

## Overnight & Long-Term Parking

Overnight parking is not allowed unless express consent is granted by the College Sheriff. Vehicles parked on campus or in parking lots in excess of 72 hours may be considered abandoned and may be subject to impound (22651 (k) CVC).

## Weekend & Holiday Parking

Parking regulations are enforced on weekends and holidays, and parking permits are required in all parking lots. Inner campus parking is controlled at all times.

## Visitor & Community Service Student Parking

Visitors and Community Service students must display their permits clearly in the front window. All Community Services students and instructors must park in Lot #1. Authorized visitors may obtain a temporary (one-day) parking pass from the College Sheriff's office.

## Security

Like most urban campuses, thieves are attracted to parked vehicles. So, be sure to lock doors when you leave the car. Be careful not to leave tempting objects like purses, backpacks, radios, etc., in visible places in your car (e.g., on the seat). Security will be present at the entrance to the lot. The College Sheriff patrols the parking lots daily from 7:30 AM to 10:00 PM each school day.

## Commuting Alternatives

Beat the hassles of driving. Ride the MTA, Metro Rail, or Metro link to school. The MTA and Metro Red Line stop right at campus. Metro link is an easy transfer to the Red Line at Union Station. Discounts for both systems are available for full-time students. For more information contact 1(800) COMMUTE, visit the MTA website at [www.mta.net](http://www.mta.net), the Metro link website at [www.metrolinktrains.com](http://www.metrolinktrains.com), or stop by the College Business Office, AD-111. Student discount application forms are also available from LACC's Touch Screen Information Kiosks.



MAIN CAMPUS  
Los Angeles City College  
855 North Vermont  
Los Angeles • CA • 90029  
(323) 953-4000 • X2596

LACCD VAN de KAMP  
INNOVATION CENTER  
Los Angeles City College  
2930 Fletcher Dr., 2nd floor  
Los Angeles • CA • 90065  
(323) 953-4000 X3534

## Economic Development and Workforce Education

The Mission of the Office of Economic Development and Workforce Education (OEDWE) is to link education, work and training to improve the competitiveness within the workforce.

The OEDWE at Los Angeles City College (LACC) is a multifaceted entity that works collaboratively with internal and external partners for the purpose of serving and training diverse student and organizational populations. LACC is committed to providing resources, training and tools that positively impact and build neighboring communities with an emphasis on creating a competitively skilled and competent workforce. Bridging the gap between training and preparing a successful workforce and satisfying workplace demands requires that LACC programs remain current with business and industry.

### CAREER ADVANCEMENT ACADEMY VOCATIONAL HEALTH BRIDGE

Bridges the learning gap by assisting a diversified population of students that share a common interest in pursuing professional careers in healthcare. Students are given academic support through the integration of contextualized Health Care curriculum in English and Math in an effort to improve scholastic success at a future vocational training institution. This program is grant-funded at no cost to students.

**To receive information on 2014 Winter Session enrollment and registration for Career Advancement Academy, please call (323) 953-4000, extension 2230 today or visit online: <http://lacitycollege.edu/academic/departments/workforce/caa>**

### CAREER PATHWAYS ACADEMY

Establishes career pathways through promotion of credit courses and degree applicable CTE Skill Certificates to high school students for completion in tandem with their high school diploma and with subsequent transition to Certificate and Associate Degree program enrollment after high school graduation. Tech Prep is a State-funded grant and is a significant innovation in the education reform movement in the United States. Tech Prep is an important school-to-work transition strategy, as it emphasizes contextual learning and career pathways, and helps students make the connection between school and employment.

**To receive information on 2014 Winter Session enrollment and registration for Career Pathways Academy and Tech Prep, please call (323) 953-4000, extension 2230 today or visit online: <http://lacitycollege.edu/academic/departments/workforce/cpa>**

### WORKFORCE READINESS ACADEMY

Prepares English language learners, economically disadvantaged and other non-traditional college students to attain the essential knowledge, skills and abilities to successfully acquire and retain employment, and to effectively explore, plan and establish career ladder pathways leading to growth opportunities in high demand occupations. The focus of the Academy is participation in Workforce Education Programs as the first step in the career ladder of success towards attaining economic self-sufficiency with subsequent career ladder progressions to credit Vocational Education Skills Certificates and/or Associate Degree Programs. Academy Education and training programs encompass **11 Noncredit Skills Certificates of Competency and Completion**. Additional courses are available in Basic Education and Computing skills, English as a Second Language (ESL), Vocational ESL, Workforce Literacy, Job Readiness skills, and associated **Short-Term Vocational Training for high demand jobs in high growth industries**. Other high demand Academy Programs include Citizenship Services and Entrepreneurship Skills Training.

**To receive information on 2014 Winter Session enrollment and classes for Workforce Readiness Academy or visit online: <http://lacitycollege.edu/academic/departments/workforce/wra>**



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## **Economic Development and Workforce Education**

### **Adult Education: English Literacy and Citizenship Program**

The program provides eligible students with noncredit matriculation services and instruction in noncredit English as a Second Language, Vocational ESL, Basic Skills and short-term vocational training. The Adult Basic Education program is for students who wish to improve their reading, writing and/or math skills. The program includes small group instruction, computer lessons, videos and textbooks. Students take CASAS assessments to determine what level they are in for each subject. Students who successfully complete Basic English, Basic Math and Vocational courses are eligible to receive a California Community College Chancellor's Office approved Certificate of Completion. The Citizenship Center is focused on providing students with services necessary for completing the Naturalization process and provides Civics participation classes to prospective United States citizens. Our classes and resources are available to help you fulfill your personal, educational and career goals. Our goal is to provide you with an educational experience that is challenging, supportive and rewarding.

**Enrollment and class offerings information for the English Literacy and Citizenship Program can be obtained by calling (323) 953-4000, extension 2230**

**or visit online [http://lacitycollege.edu/academic/departments/workforce/\\_elc](http://lacitycollege.edu/academic/departments/workforce/_elc)**

### **CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKS)**

The CalWORKs Program at Los Angeles City College is the liaison between the Los Angeles County Department of Public Social Services (DPSS) and the College for students who are transitioning from Welfare to Work. The program provides students with a variety of supportive services to assist in successful transition to self-sufficiency. Each student is required by GAIN to do 32/35 hours of school, work or combination of both per week to be in compliance. CalWORKs can assist eligible students with child care, work study, job referrals/leads, books and supplies, training verifications, educational, paths and much more!

**Give your education and career plan a boost and call (323) 953-4000, extensions 2586 or 2599  
or visit online: [http://lacitycollege.edu/academic/departments/workforce/\\_calworks](http://lacitycollege.edu/academic/departments/workforce/_calworks)**

### **COLLEGE READINESS ACADEMY**

CRA assists students to strengthen their English and/or Math foundations. The academy provides basic skills English and Math courses designed to help students prepare for the CAHSEE, GED, and basic skills assessments. In addition to providing courses, a wide variety of support services are available to students who qualify. Some of the services include free class materials, Skills certificates, College Survival Workshops, one-on-one and group tutoring, in-class tutors, computer literacy and job placement assistance.

**To receive information on 2014 Winter Session enrollment and classes for College Readiness Academy, please call coordinator, Luis Cordova at (323) 953-4000 extension 2582 or e-mail at [cordovala@lacitycollege.edu](mailto:cordovala@lacitycollege.edu)**

**Noncredit VOCATIONAL EDUCATION SKILLS CERTIFICATES**  
**Beginning English as a Second Language Skills Certificate of Completion**  
**In-Home Supportive Services Skills Certificate of Competency**  
**Job Readiness Skills Certificate of Completion**  
**Workplace Basic Skills Certificate of Completion**  
**CREDIT VOCATIONAL SKILLS CERTIFICATES ARE ALSO AVAILABLE!**

Please call (323) 953-4000, extension 2230 for 2014 Winter Session registration and additional information on vocational educational skills certificates today!  
Or visit online: <http://lacitycollege.edu/academic/departments/workforce/oedwe>



# L.A.C.C. GUARDIAN SCHOLARS PROGRAM

## Who is Eligible:

Any current or former foster youth between the ages of 16 and 24 is eligible for the program



Visit us in the Student Services Village, Room 127



- Financial Aid
- Housing Resources
- Academic Advisement
- Mentoring and Tutoring
- Mini Computer Lab
- Personal Guidance and Counseling



[GuardianScholars@lacitycollege.edu](mailto:GuardianScholars@lacitycollege.edu)

(323) 953-4000 ext 2345 & 2346

The entire 2014 Winter Session Class Schedule  
is now available online.

Remember, continuing student can register for classes,  
apply for financial aid, and new students may enroll  
at [lacitycollege.edu](http://lacitycollege.edu)



# NOTES

## CAMPUS SERVICES

Academic Affairs	ext. 2052	AD 208
Admissions	ext. 2104	AD 100
Assessment	ext. 2264	AD 103
ASG	ext. 2475	SU
Bookstore/ Cub Store	ext. 2140	SU 1st floor
Business Office	ext. 2180	AD 111
Coffee Shop		TULLY's
CalWORKS	ext. 2586	LS 107
Career Center	ext. 2210	AD 109
Child Development	ext. 2220	CDC
Community Services	ext. 2650	AD 112
Counseling	ext. 2250	AD 108
Computer Center		SU
Convenience Store	ext. 2140	SU
Cub Card Office	ext. 2456	AD 105
Employment Development Dept.	ext. 4002	4311 Melrose
English Literacy Program	ext. 2230	EWD
EOP&S	ext. 2300	SSV 119
Facilities Management	ext. 2416	FM
FASTLAB	ext. 2023	SSV 125
Financial Aid	ext. 2010	SSV 117
Foster & Kinship Care Ctr.	ext. 2335	SSV 127c
Foundation	ext. 2490	SU
Health and Wellness Ctr.	ext. 2485	LS 101
Honors Program	ext. 2340	AD 205B
International Students	ext. 2470	EWD
Learning Skills Center	ext. 2770	LRC 103
Martin Luther King Jr. Library	ext. 2400	MLK Library
Lost & Found	ext. #3	AD 115
Matriculation	ext. 2463	AD 105
Office of Special Services	ext. 2270	SSV 100
Receiving	ext. 2495	Lot 3
Recruitment & Outreach	ext. 2325	AD 207A
Sheriffs Office	ext. #3	AD 116
Student Assistance Center	ext. 2455	AD 105
Student Life & Leadership Dev.	ext. 2450	SU
Student Services	ext. 2460	AD 207
Teaching & Learning Center	ext. 2480	AD 300
The Hungry Cub	ext. 2140	SU 1st floor
Transfer Center	ext. 2215	AD 109
TRIO	ext. 2466	SSV 116
Upward Bound	ext. 2316	AD 100
Veterans Center	ext. 2024	SU

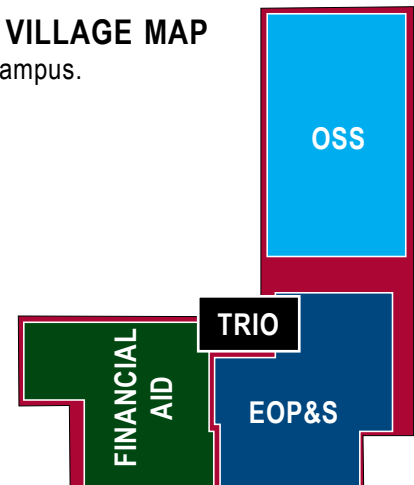
## ACADEMIC DEPARTMENTS

Academic Affairs Office	ext. 2052	AD 208
American Cultures	ext. 2505	FH 217
Art/Architecture	ext. 2510	DH 220
Business Administration	ext. 2549	AD 304
Chemistry/Earth SCI	ext. 2600	SCI 324
Child Development Center	ext. 2220	CDC
Cinema-Television	ext. 2620	CC 181
Computer Ap-Office Tech	ext. 2549	AD 316
CSIT/Computer Tech	ext. 2810	FH 103
Dental Tech	ext. 2501	SCI 324
Electronics	ext. 2810	FH 103
English/ESL	ext. 2700	JH 301
Economic and Workforce Dev	ext. 2230	EWD
Family & Consumer Studies	ext. 2290	AD 200
Foreign Language/ Humanities	ext. 2737	JH 111
Gate Way to College	ext. 1523	AD 320A
Journalism	ext. 2835	CHEM 208
Law/Administration of Justice	ext. 2753	CHEM 119
Learning Skills	ext. 2770	LS 208
Life Science	ext. 2795	SCI 222E
Math	ext. 2810	FH 103
Music	ext. 2880	DH 312
Nursing	ext. 2534	SCI 218
Philosophy	ext. 2761	CHEM 210D
Photography	ext. 2835	CHEM BASEMENT
Kinesiology	ext. 2860	MG
Psychology	ext. 2930	CHEM 111
Physics/Engineering	ext. 2923	SCI 222D
Radiologic Tech (X-Ray)	ext. 2942	RT
Social Science	ext. 2561	FH 219E
Communication Studies	ext. 2964	CC 187
Speech Lab Office	ext. 2770	LS 105
Teaching Learning Center	ext. 2480	AD 300
Theater Arts	ext. 2992	THEA
Writing Center	ext. 2230	JH 318

### STUDENT SERVICES VILLAGE MAP

Located at north east of campus.

- EOP&S: EXT. 2300
- CARE: EXT. 2313
- TRIO: EXT. 2466
- FINANCIAL AID: EXT. 2010
- OSS: EXT. 2270

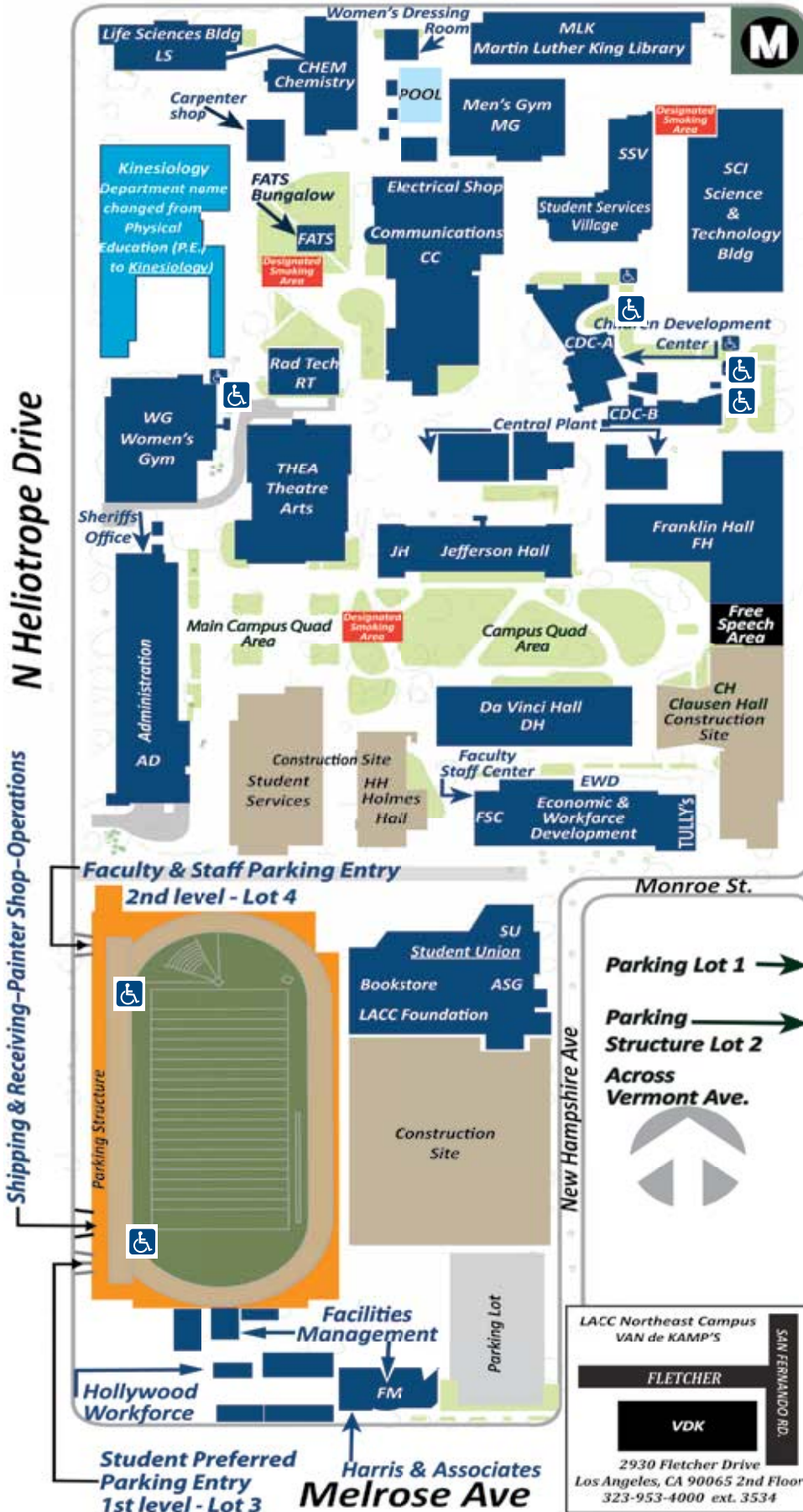


# Los Angeles City College Campus Map

855 N. Vermont Avenue Los Angeles, CA 90029 (323) 953 - 4000

**Willow Brook Ave**

\*Dial (323) 953 - 4000, then the listed extension.



Vermont Ave

Vermont Ave

Legend:  
ADA parking Stall symbol

Parking Lot 1

Parking Structure Lot 2

Monroe St.

Parking Lot 1 →

Parking Structure Lot 2 →

Across Vermont Ave.

LACC Northeast Campus  
VAN de KAMP'S

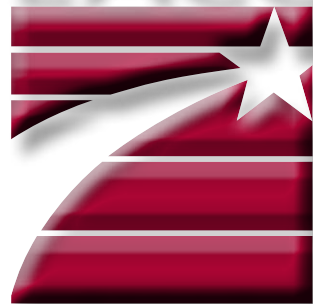
FLETCHER

VDK

2930 Fletcher Drive  
Los Angeles, CA 90065 2nd Floor  
323-953-4000 ext. 3534

SAIN FERNANDO RD.

LACC



LOS ANGELES  
CITY COLLEGE