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are indicated in RED. Updated 9/2/08
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This Publication is available in alternate format upon request.
A Message from Dr. Linda Spink, President

Welcome to Los Angeles Harbor College, the college of choice for Harbor area residents for more than 50 years. The excellence of our faculty and programs is well known because of the superb teaching and personalized attention we provide to those who come to us seeking to improve their knowledge and skills. As you read through this schedule of classes, you will see that Harbor College offers a broad range of programs geared toward helping students prepare themselves for life in the 21st Century, including the demands of the rapidly-changing workplace, transfer to four-year universities and life as an active member of the community.

This is truly an exciting time for Harbor College as we continue to implement Propositions A and AA. Due for completion and occupancy around the start of the fall term are the Technology Building, NorthEast Academic Hall and the Student Services/Administration Building. Three existing buildings completed renovation two years ago (Nursing, Music and Fine Arts). The athletic fields are complete and are in use, as is the new Facilities, Maintenance and Operations Building. We are pleased that with these new buildings, and the additional planned projects, we can provide a higher level of learning experience and increased services to our students, to assist you in achieving your academic and life goals.

Again, welcome to Harbor College. We look forward to serving you. Remember, Education Changes Everything.

Un mensaje de la Dra. Linda Spink, Presidenta

Bienvenidos a Los Angeles Harbor College, el colegio preferido de los residentes del área de Harbor por más de 50 años. La excelencia de nuestra facultad y nuestros programas es conocida por la excelente enseñanza y la atención personal que les proveemos a los que vienen deseando mejorar su conocimiento y sus habilidades. Al leer este horario de clases, ustedes verán que Harbor College ofrece una serie de programas diseñados para ayudar a los estudiantes a prepararse para una vida en el siglo 21, incluyendo las necesidades del ambiente laboral que están cambiando constantemente, con la transferencia a las universidades de cuatro años y para la vida como miembro activo de la comunidad.

Este momento es uno verdaderamente emocionante para Harbor College ya que continuamos con la implementación de las Preposiciones A y AA. La construcción de varios edificios nuevos continúa en el campus. El Edificio de Tecnología, el Edificio Nordeste Académico y el Edificio de Servicios Estudiantiles y de la Administración, estarán listos alrededor del comienzo del otoño. Tres edificios existentes (los de Enfermería, Música y Bellas Artes) fueron renovados hace dos años. Los campos atléticos están terminados y se están utilizando al igual que el Edificio de Operaciones y Mantenimiento nuevo y la Planta Central nueva. Estamos muy contentos de que con estos edificios nuevos y proyectos adicionales que están planificados, podamos proveer una experiencia educativa a un nivel más alto y aumentarles los servicios a los estudiantes, y así ayudarles a ustedes a lograr sus metas académicas y las de la vida.

De nuevo, bienvenidos a Harbor College. Esperamos con interés para servirles. Recuerden que la educación lo cambia todo.
 LOS ANGELES HARBOR COLLEGE

WELCOME CENTER
AD 133

• Assistance in filling out all college forms.
• On-campus referrals.
• Assistance in computer or phone registration
• Financial Aid advising and filing.
• Computers available for all student related activities
• Personalized attention for any college related issues.

Where students come first!

Phone: 310-233-4327
Fax: 310-233-4291
E-mail: barkerrb@lahc.edu
Director: Robert ‘Robbie’ Barker

OFFICE HOURS
Monday through Friday, 8:00 a.m. to 4:30 p.m.

Los Angeles Harbor College
1111 Figueroa Place • Wilmington, CA 90744
NEW STUDENT INFORMATION
Let us help you plan a program of study that fits your needs.

Just follow these simple steps:

Turn in your LAHC application (Monday thru Thursday 9:30am - 6:30pm) and sign up in the Admissions lobby for Assessment and Orientation. Assessment results are important tools for you to enter the proper English and Math levels at Harbor College. The right placement saves you time, money and frustration. Your results will be valid for two years from the date taken. Orientation will give you an introduction to the college and the programs and services offered.

Make an appointment with a counselor and bring your assessment results. Appointments are available for both day and evening students. Sign up at the Information Desk in the Administration lobby or call (310) 233-4230, Monday-Friday, 8a.m. - 4p.m.

Enroll in one of the courses or workshops designed to help you get the most out of your time at Harbor College.

Student Success Courses - Workshops:

Courses:
Personal Development 17 - College Survival Skills Development (CSU transferable - 1 unit)
Personal Development 4 - Career Planning (CSU transferable - 1 unit)
Developmental Communications 23 - Reading and Study Improvement (3 units)

Workshops:
Library Orientations are scheduled throughout the semester. Check with your English teacher or the Library for a list of times.

Don’t know where to go for a particular problem?
Start with the Information Desk, located in the Administration Building or call (310) 233-4230. We’re here to help.


**Who May Apply**

Anyone 18 years old or older qualifies for admission to Harbor College. If you are under the age of 18, you will qualify for admission if you satisfy one of the following conditions: (1) Graduated from high school, (2) Passed the California High School Certificate of Proficiency Test, or (3) You are currently enrolled in a K-12 school and obtain permission from that school to enroll. Students should obtain signatures on the enrollment approval forms from their school prior to submitting an application to the college.

**California Residency**

To attend Harbor College as a qualified California resident, you must have established legal residence in the state for one full year immediately preceding September 2, 2008. The residence of an unmarried student under of the age of 18 is determined by the legal residence of parents. A married minor determines residency from the date of marriage and must comply with the one year requirement. A continuing non-resident student who wishes to change his or her status to resident must comply with the regulations and must file a petition with the Admissions Office.

**Counselors**

The counseling staff helps students define their objectives and plan how to reach them. If your goal is to earn a degree or certificate, you should see a counselor prior to enrollment. The counselor will help you develop an Education Plan and guide you to the courses needed to attain your goal. You will also need a counselor’s written approval if you plan to enroll in more than 18 units, or wish to use courses from other colleges to meet prerequisites. Counselors are available year-round.

**Adding a Class**

Students may add classes which still have available space by using the telephone registration system until August 28, 2008. After August 28, 2008, students may add classes which still have available space by obtaining an add card from the instructor and turning it in to the Admissions Office. The last day to add classes is September 13, 2008 for semester length classes.

**Withdrawing From a Class**

It is the student’s responsibility to submit an official withdrawal (drop card) from class to the Admissions Office. Failure to complete this process will result in a “W” or “F” grade recorded on the student’s academic record. Failure to drop by deadlines means that fees will be owed. Instructors may exclude a student, but this is not an official withdrawal or “drop” and all fees are still owed. In order to receive a refund, the classes must have been dropped by September 15, 2008.

---

**Fees**

The enrollment fee for California residents is $20.00 per unit per semester, subject to change by the California Legislature. Non-California residents pay $173 per unit, plus the standard enrollment fee. Non-USA residents pay $183 per unit, plus the standard enrollment fee. Non-resident tuition is due upon registration. International Students are also required to participate in the medical insurance plan for F-1 Visa students. Additional optional fees include a parking fee of $20.00; members of the Associated Students Organization pay $17.00. Membership in the ASO is $7.00; the mandatory Health Services Fee is $11.00 and the mandatory Student Representation fee is $1.00. Financial aid or an enrollment fee waiver may be available to students who meet the qualification requirements. Contact the Financial Aid Office at Harbor College. The fee to audit a class is $15 per unit.

**Health Fee Exemption**

The Los Angeles Community College District 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 who are attending classes under an approved apprenticeship training program, (c) noncredit education students, (d) students enrolled in District colleges exclusively at sites where student health services are not provided, (e) students who are enrolled in District colleges exclusively through Instructional Television or distance education classes, (f) students who are enrolled in District colleges exclusively through contract education, (g) students admitted as Special Part-time students (K-12) or Special Summer School Students under the provisions of Board Rule 81001.02. Students exempted under the provisions of (b), (c), (f) or (g) 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. Except in cases where it is allowable under the law, health services will not be provided to minors under the age of eighteen (18), unless the student has a consent form signed by his or her parent or guardian.

**Registration Office:**

- **Admissions:** Administration Building AD 100  
  M-Th 9:30-6:30  Fri 9:00-3:00 (9/6, 9/13 only)  
- **Cashier’s Office:** Seahawk Center 101 (next to the Bookstore)  
  M-Th 9:30-6:30  Fri 9:00-3:00 (9/6, 9/13 only)

**Telephone Registration**

All continuing students will be mailed an appointment date and time to use the Student Telephone Enrollment Program (STEP) for the Fall 2008 Semester. Students cannot use it before their appointed date and time. New students are given an appointment to register in classes by telephone at the Admissions Office. Please see pages 12 & 13.

**On Campus Registration**

If you are a new student, you must follow the steps on How To Enroll At Harbor College on page 7. If you are a continuing student who did not register by phone, follow steps 4 and 5 only.
**Step 1: Submit an Application**

New students may apply to the college in three different ways: 1) In person - students may pick up an application at the Information Desk in the Administration Building lobby and submit it to the Admissions Office, Room AD 100. A registration date will be given to students at the time the application is submitted, 2) On-line – students may apply through the L.A.H.C. website [www.lahc.edu](http://www.lahc.edu); students must print and sign the student signature page and mail or take it to the Admissions Office. A registration date will be e-mailed to students once the signature page is received, or 3) By mail - students may pick up an application at the Information Desk, download it from the L.A. H.C. web site, or cut it out from the schedule of classes and mail it to the Admissions Office. A registration date will be mailed, phoned, or e-mailed to the student when the application is received. When students submit the application to the Office of Admissions, they may make an appointment to take the assessment in English as a Native Language (ENL), or English as a Second Language (ESL), or Math.

**Step 2: Attend Orientation**

As a new student, you will attend an assessment and orientation session. In order to be accurately placed in an English or Math class, you will need to be assessed in reading and math. You cannot fail these tests. They are designed to predict the level of course work in which you are most likely to succeed. During the orientation, you will also be informed about the college’s policies and procedures, academic expectations, rules of student conduct, financial assistance, academic programs, student services, and requirements to meet your academic goals. Based on the assessment results, the counselors will explain how to start your math and English course sequence for graduation and transfer.

**Step 3: Determine Your Course Load**

You will be given a course request card at orientation, upon which you should list your proposed classes. Remember to check the administration lobby bulletin board for new or closed classes. If you need assistance, drop-in counselors are available. Check with the Information Desk for office hours.

**Step 4: Register For Classes**

There are three ways to register for classes:

- **Internet** - Students may register on the Internet through the LAHC website [www.lahc.edu](http://www.lahc.edu)
- **Phone** - (Students Telephone Enrollment Program) STEP system. Follow the instructions in the schedule of classes on pages 11 - 15.
- **In Person** - Students should present a “Course Request Card” to the Registration Office, AD 138. This process can only be done during the walk-in registration period (for dates and times, please check the Academic Calendar located on the inside front cover of the schedule of classes).

Counselors are available to help you determine your course load on a year round basis. Check with the Information Desk for office hours.

**Step 5: Pay Fees**

Students may pay fees in three different ways: 1) In person – students should proceed to the Cashier’s Office, 1st Floor, Seahawk Center, Room 101, 2) By mail – students should cut off the “fees worksheet” from the schedule of classes and mail the form along with a check to: L.A. Harbor College, Business Office Cashier, 1111 Figueroa Place, Wilmington, CA 90744, or 3) By credit card. Use STEP telephone payment option or over the internet. Please be aware that this option will only work at the time of registering for classes.

**Step 6: Student I.D.**

A current sticker is required on your I.D. card for use of the Library Computer labs, and other services. Student I.D. cards and stickers are available at the Seahawk Center, 2nd floor, in the Office of Student Activities.
INSTRUCTIONAL PROGRAMS

Los Angeles Harbor College offers courses leading toward the following objectives: Transfer to a four-year university, Associate in Arts Degree (AA) and Associate in Science Degree (AS), Occupational Certificates, and Skill Awards.

Transfer
Four-year universities require students to complete certain requirements for the bachelor’s degree; among these are general education and major requirements. Los Angeles Harbor College offers transferable courses which are equivalent to the lower division (i.e. Freshman and Sophomore) requirements at most colleges and universities in the U.S. The following is a partial list of colleges and universities in California:
- University of California, Los Angeles (UCLA);
- UC Berkeley;
- UC Davis;
- UC Irvine;
- UC Riverside;
- UC San Diego;
- UC Santa Barbara;
- UC Santa Cruz;
- UC San Francisco;
- University of Southern California (USC);
- California State University, Northridge;
- CSU Los Angeles;
- CSU Long Beach;
- CSU Dominguez Hills;
- California State Polytechnic University, Pomona;
- California State Polytechnic University, San Luis Obispo;
- Stanford University;
- and Pepperdine University.

With counseling and careful planning a student can, in most instances, transfer as a junior with his/her lower division major requirements and appropriate general education requirements complete. Students who were ineligible to enter the California State University (CSU) or the University of California (UC) from high school can become eligible for transfer upon completion of 60 transferable units to the CSU or 60 transferable units to UC (provided the appropriate grade and course requirements have been met).

Below is a partial list of the majors in which students can transfer:
- Accounting: Administration of Justice; Anatomy; Anthropology; Art; Engineering; Astronomy; Biology; Botany; Business; Chemistry; Child Development; Cinema; Communication Studies; Dental Hygiene; Dentistry; Economics; Education; Liberal Arts; English; Ethnic Studies; Family & Consumer Sciences; Foreign Language; Geography; Geology; Health Education; History; Humanities; Journalism; Law; Library/Media; Linguistics; Mathematics; Medicine; Meteorology; Music; Nursing; Occupational Therapy; Oceanography; Optometry; Pharmacy; Philosophy; Physical Education; Physical Science; Physical Therapy; Physics; Physiology; Political Science; Psychology; Public Administration; Recreation Studies; Social Welfare; Sociology; Speech Communications; Statistics; Television Broadcasting; Theater Arts; Urban Studies; Veterinary Medicine; Zoology

Occupational Career Certificates
The Career Certificate is awarded upon completion of a sequence of courses leading to a specific area of employment. It is designed for those students who have limited time to pursue their formal education and who wish to specialize in a particular employment.
- Accounting Clerk; Administration of Justice; Architectural Technology; Business Administration - Career; Child Development;
- Computer Technology; Drafting; Electrol-Mechanical Eng.; Electronic Technician; Fire Technology; Instrumental Performances; Legal Office Assistant; Medical Office Assistant; Microcomputer; Music; Office Administration; Office Technology; Process Plant Tech.; Real Estate;
- Small Business Mgmt.; Songwriting; Vocal Performance.

Skills Awards
- Architecture & Technology; Arts & Technology; Business Administration; Certified Nurse Assistant; CIS - Network Management;
- CIS - Multimedia Technology; Drafting - Basic; Home Health Aide; International Business; Management & Supervision; Marketing; Music & Technology; Office Communication; Small Business Mgmt.; Theater & Technology.

ACCURACY STATEMENT

The Los Angeles Community College District and Los Angeles Harbor College have made every reasonable effort to determine that everything stated in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the Administration of the Los Angeles Community College District or Los Angeles Harbor College for reasons related to student enrollment, level of financial support, or for any reason at the discretion of the District and College Administration. The District and College further reserve the right to add, amend, or repeal any of their rules, regulations, policies and procedures consistent with applicable laws. Any discrepancies between the English and Spanish information in the Catalog is unintentional. The original English version is the official language source of information.

8 College Information

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www.lahc.edu
When?
Telephone registration begins May 5, 2008

Who will be able to use STEP?
Continuing students will be permitted to register in classes by phone. A continuing student is defined as one in attendance during the current semester or the previous semester. New students are given an appointment to register in classes by telephone at the Admissions Office. Note: Students with fee holds, library holds, probation or dismissal holds, etc., will not be allowed to use the system until all holds are cleared.

How will the students know when they can access the system?
Each continuing student will be mailed a Schedule of Classes. The student’s day and time to register by telephone will be printed on the address label.

How is the registration date determined?
Students with the highest number of units completed will receive the highest priority, except for students concurrently enrolled at high school. State law also mandates that qualifying students in Special Programs and Services (SP&S) and EOPS (Educationally and financially disadvantaged students) also receive priority.

How long will the system be available for registration?

Is changing classes permitted by the system?
Yes. Adding and dropping classes is a feature provided by STEP. Adding classes over the STEP system can be made until the last day the system is available, August 28, 2008. Changes after this date must be made in person at the Admissions Office. Dropping classes over the system is available until May 1, 2008.

If I stop attending class, do I owe any fees?
Fees are owed unless a student officially drops a class by telephone or in person at Admissions. You must drop by the published deadline of September 15, 2008. Short-term classes or PACE classes must be dropped within the first week of class.

How are fees paid?
Fees can be paid by mailing a check or money order, or by keying-in credit card information over the STEP telephone payment option or over the Internet. Checks and money orders must be received by the Cashier’s Office within five (5) days of registering. Cash will only be accepted in person at the Cashier’s Office during business hours.

Can students use in-person registration in place of telephone registration?
In-person registration for continuing, returning and new students is scheduled for August 18 - August 29, 2008. Students must use STEP to take advantage of the earliest registration date.

Some students do not have a touch-tone phone. What can they do?
Two telephones are located on campus specifically for STEP. One telephone is available at the Information Desk in the Admissions area, and one telephone is available in the Student Activities Office in Seahawk Center, second floor. There is no charge for using these special telephones.

Will the registration call be made to a local number?
Yes. The southern area calling number that is designated for L.A. Harbor College is local for most of our students. Some students may live in areas that are outside the local calling area, but the charges should be no different than when calling the college for routine business. The local number is (310) 605-0505. Other numbers that can access the system are: (213) 689-8888, (818) 988-2222, and (323) 226-1999.

Is Harbor the only college in the system?
No. There are nine colleges in the L.A. Community College District plus Instructional Television. Students must select Harbor College at the first prompt (Harbor is number 3).

Where will students find more information and specific directions for using STEP?
There are two full pages in the Schedule of Classes dedicated to STEP. Additional questions should be directed to the Information Desk, (310) 233-4230, or Admissions Office (310) 233-4090.
STEP WORKSHEET

- Select your classes from the schedule and fill in the worksheet below with first and alternate choices.
- Enter the section number of each class you want. Wait for a voice response after each entry. You will be told whether you are registered or you will be given further instructions.
- If your first choice for any class is not available, enter your alternate choice.
- Repeat until you have entered all your classes.

<table>
<thead>
<tr>
<th>Section Number</th>
<th>Course Name &amp; Number</th>
<th>Times</th>
<th>Days</th>
<th>Units</th>
<th>Alternate Number</th>
<th>Course Name &amp; Number</th>
<th>Times</th>
<th>Days</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

STEP GRADE PROCEDURES

Effective Fall 1997, grades will no longer be mailed to students. Students will be able to receive information on their grades using a touch-tone phone through the Student Telephone Enrollment Program (STEP). To receive grade information students should follow these steps.

1. Dial one of the following numbers: (310) 605-0505; (213) 689-8888; (818) 988-2222; or (323) 226-1999.
   STEP’s voice response will guide you with each entry. Press * to correct any mistakes.
2. Press 3 for Los Angeles Harbor College.
3. Press 0 for Winter, 1 for Spring, 2 for Summer, or 3 for the Fall semester.
4. Enter your Student ID or Social Security Number _ _ _ _ _ _ _ _ _ Example: 123456789
5. Enter your Personal Identification (PIN), which is your birth date (month and day) ___ ___ ___ ___
   Examples: If your birthday is March 5, enter 0305
              If your birthday is October 25, enter 1025
6. Press 3 to hear your grades.
7. Press 9 to exit the system.

If you need a copy of your grades, you can obtain a grade printout from the Admissions Office or on the Internet at www.lahc.edu

This printout is NOT a transcript. If you need an Official Transcript, you may order a transcript at the Admissions Office.
Continuing and new students may register by telephone. Your personal appointment time is printed on the mailing label of the schedule of classes mailed to you. New students receive their telephone registration appointment directly from the Admissions Office. Using a TOUCH-TONE phone, call STEP (Student Telephone Enrollment Program) from your appointment date through July 18, 2008 from 8:30 a.m.-10:00 p.m. for the third session. Students can also receive grades through STEP. Instructions to access grade information are on the following pages.

BEFORE CALLING, DO THE FOLLOWING:

- Read all instructions carefully.
- Complete the worksheet on page 12.
- Clear any holds or past financial obligations.
- Contact the Counseling Department (310) 233-4226 for help in planning your program.
- Contact the Financial Aid Office (310) 233-4320 if you need fee assistance.

### STEP INSTRUCTIONS

1. Access the STEP’s voice by calling (310) 605-0505. If you do not live in the (310) calling area, you can call (213) 689-8888 or (818) 988-2222 or (323) 226-1999

   Press * at any time to correct a mistake.
   Press # to return to the registration option.

2. Press 3 for Los Angeles Harbor College.


4. Enter your Student ID or Social Security Number.

5. Enter your Personal Identification, which is your birthdate (month and day) __ __ __ __

   Example: If your birthday is March 5, enter 0305
   If your birthday is October 25, enter 1025

6. Choose ONE option for each call:
   Press 1 To hear your registration appointment
   Press 2 To register for classes or to make changes to classes. (add/drop classes)
   Press 3 To hear your grades.
   Press 4 To hear your current class schedule
   Press 5 To review fee obligation
   Press 9 To exit.

7. Give responses to STEP’s requests for information
   • Your major code. (see page 10)
   • Paid hours worked per week

8. Register for classes from the STEP worksheet.

9. Refer to the Fees worksheet to review the fees and select your method of payment.

If you have questions regarding registration, contact the Admissions Office (310) 233-4090
Refer to the Academic Calendar for office hours.
Continuing and new students may register by telephone. Your personal appointment time is printed on the mailing label of the schedule of classes mailed to you. New students receive their telephone registration appointment directly from the Admissions Office. Using a TOUCH-TONE phone, call STEP (Student Telephone Enrollment Program) from your appointment date through August 28, 2008 from 8:30 a.m. - 10:00 p.m. Students can also receive grades through STEP. Instructions to access grade information are on the following pages.

BEFORE CALLING, DO THE FOLLOWING:

- Read all instructions carefully.
- Complete the worksheet on page 13.
- Clear any holds or past financial obligations.
- Contact the Counseling Department (310) 233-4226 for help in planning your program.
- Contact the Financial Aid Office (310) 233-4320 if you need fee assistance.

### STEP INSTRUCTIONS

1. Access the STEP's voice by calling (310) 605-0505. If you do not live in the (310) calling area, you can call (213) 689-8888 or (818) 988-2222 or (323) 226-1999

   Press * at any time to correct a mistake.
   Press # to return to the registration option.

2. Press 3 for Los Angeles Harbor College.


4. Enter your Student ID or Social Security Number.

5. Enter your Personal Identification, which is your birthdate (month and day) __ __ __ __

   Example: If your birthday is March 5, enter **0305**
   If your birthday is October 25, enter **1025**

6. Choose ONE option for each call:

   Press 1 To hear your registration appointment
   Press 2 To register for classes or to make changes to classes. (add/drop classes)
   Press 3 To hear your grades.
   Press 4 To hear your current class schedule
   Press 5 To review fee obligation
   Press 9 To exit.

7. Give responses to STEP’s requests for information

   - Your major code. (see page 10)
   - Paid hours worked per week

8. Register for classes from the STEP worksheet.

9. Refer to the Fees worksheet to review the fees and select your method of payment.

### FALL FEES WORKSHEET

| Student’s Name ________________________________________ |
| Student’s ID#   ___ ___ ___  -  ___ ___  -  ___ ___ ___ ___ |
| STEP will tell you exactly how much your fees are. |
| DO NOT MAIL CASH! |
| Current fees can be calculated below |
| Fees are subject to change by the California Legislature |
| **Enrollment Fees:** |
| Resident Students: |
| $20 per unit per semester _____ units x $20 = _____ |
| Non-resident tuition (in addition to $20 per unit fee) |
| From another state _____ units x $173 = _____ |
| From another country _____ units x $183 = _____ |
| International Student Medical Insurance Fee $420.00 |
| A.S.O. Membership Fee * $7.00 |
| Parking Permit $20.00 |
| Parking Permit with ASO Membership $17.00 |
| A.S.O. Student Representation Fee-Mandatory $1.00 |
| Health Fee - Mandatory $11.00 |
| * you may waive this fee by filing a "Surrender of Benefits" form in person at the Office of Student Activities in Seahawk Center. |
| Total $__________ |

If your application for a Board of Governors Fee Waiver (BOGFW) has been approved by the Financial Aid Office, your enrollment fee of $20 per unit is waived.

### Payment Options (select one)

1. Mail this form and your check to:
   L.A. Harbor College, Business Office Cashier
   1111 Figueroa Place
   Wilmington, CA 90744

2. By credit card, use STEP telephone payment option or over The internet. A receipt will be mailed to you if payment is received one week before the fall semester begins. If paying after this date, go to the Cashier’s Office for receipt and parking decal.

3. Payment may be made in person during walk-in registration. See schedule for dates and time.
**ANATOMY**

**ANATOMY 001L**
INTRODUCTION TO HUMAN ANATOMY L (UC:CSU)
Concurrent enrollment in lecture and laboratory section is required. Study of structures of the human body. A materials fee of $20.00 is required.
3110 lab 10:45 - 1:10pm MTWTh T.G. MCCORD SCI 106
3111 lab 1:00 - 3:25pm MTWTh D.A. GAYLE SCI 103

**ANATOMY 001U**
INTRODUCTION TO HUMAN ANATOMY U (UC:CSU)
Concurrent enrollment in lecture and laboratory section is required. Study of structures of the human body.
3116 lec 8:30 - 10:05am MTWTh T.G. MCCORD SCI 112

**ANTHROPOLOGY**

**ANTHROPOLOGY 101**
HUMAN BIOLOGICAL EVOLUTION (UC:CSU)
Human evolution and variability of both our fossil ancestors and current populations.
1129 lec 10:35 - 1:55pm TWTh L. GREATHOUSE CV 4

**ANTHROPOLOGY 102**
HUMAN WAYS OF LIFE: CULTURAL ANTHROPOLOGY (UC:CSU)
Survey of world's cultures and institutions - language, marriage, and religion.
4907 lec 8:00 - 10:05am T M.D. REDDICK GC 204
& lec 10:10 - 12:15pm S M.D. REDDICK GC 204
& lec 2:10 hrs/wk TBA M.D. REDDICK GC 204
PACE Class - Starts 6/17/08, Ends 8/5/08

**BIOLOGY**

**BIOLOGY 003**
INTRODUCTION TO BIOLOGY (UC:CSU)
Not open to students who have credit in Botany 1 or Zoology 1. Concurrent enrollment in lecture and laboratory section is required. Laboratory study of major concepts of biology, cellular structure, function, and organization of living systems. A materials fee of $15.00 is required.
1134 lec 10:45 - 1:10pm MTWTh M. NAGAYA SCI 112
& lab 1:00 - 3:25pm MTWTh C.L. COUROUX SCI 107

**BUSINESS**

**BUSINESS 001**
INTRODUCTION TO BUSINESS (UC:CSU)
This is a survey course. It introduces the student to the various technical specialities utilized in a business including: organization, marketing, finance, human resource management, production and much more. As the student is exposed to many different aspects of the world of business throughout the course, he or she also can begin to consider which areas represent potential careers. The course is required for the Business Certificate and Degree. All Business majors should take this course.
3103 lec 6:30 - 9:50pm MTW S.C. SANDELL BU 102

**BUSINESS 005**
BUSINESS LAW I (UC:CSU)
Virtually all activities, both business and personal, are governed by laws. This course examines the legal principles of business transactions and everyday life. It provides an awareness of the legal system as it is applied to employment, operating your own business or as an ordinary consumer. Learn about the legal system, crimes, torts, contracts, and banking. This course is required for the Business Degree.
1112 lec 1:30 - 4:50pm MT Th S.C. SANDELL BU 102

**BUSINESS 031**
BUSINESS ENGLISH
Word choice, sentence and paragraph construction, punctuation, spelling, and vocabulary are studied within the context of modern business communications.
3120 lec 6:30 - 9:50pm TWTh J.L. LAURIN BU 107

**CHEMISTRY**

**CHEMISTRY 065**
INTRODUCTORY GENERAL CHEMISTRY (UC:CSU)
Prerequisite: Completion of Math 123C with a grade of “C” or better or concurrent enrollment in Math 123C.
Not open for credit to students who have credit in chemistry 101 or 55. An introductory course for science majors. This course serves as a prerequisite to Chemistry 101.
1204 lec 8:00 - 10:05am MT Th S. TOEQUE TR 101
& lab 10:30 - 12:35pm MT Th S. TOEQUE PH 101
Class Starts – 6/23/08, Ends 8/14/08
1225 lab 8:00 - 10:05am MT Th STAFF PH 102
& lec 10:30 - 12:35pm MT Th STAFF TR 101
Class Starts – 6/23/08, Ends 8/14/08
1229 lab 8:00 - 10:05am MT Th V. SACHDEV PH 101
& lec 10:30 - 12:35pm MT Th V. SACHDEV TR 101
Class Starts – 6/23/08, Ends 8/14/08
3203 lec 5:00 - 7:05pm MT Th K.F. HOUBEN TR 101
& lab 7:10 - 9:15pm MT Th K.F. HOUBEN PH 101
Class Starts – 6/23/08, Ends 8/14/08

**CHILD DEVELOPMENT**

**CHILD DEVELOPMENT 001**
CHILD GROWTH AND DEVELOPMENT (UC:CSU)
The developmental theories from conception through adolescence. Physical, intellectual, social, emotional growth.
1161 lec 10:30 - 12:55pm MTWTh J.E. PARKER SCI 211

**CHILD DEVELOPMENT 002**
EARLY CHILDHOOD: PRINCIPLES AND PRACTICES
Recommended for those interested in professions involving children. Survey of preschool education, current philosophies and practices. Role of the teacher is emphasized.
1101 lec 12:30 - 3:50pm TWTh D.D. GRIFFITH SCI 213

**CHILD DEVELOPMENT 003**
CREATIVE EXPERIENCES FOR CHILDREN I
Philosophy of developing creative activities for preschool and middle years children is explored through hands-on experiences using numerous media. A materials fee of $25.00 is required.
1109 lec 9:00 - 12:20pm MTW C.A. BETTS SCI 201
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisites/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH 004</td>
<td>Child Development</td>
<td>3.00</td>
<td>C. Recommended for teachers and others working with young children. A materials fee of $20.00 will be charged.</td>
</tr>
<tr>
<td>CR 004</td>
<td>Creative Experiences for Children II</td>
<td>3.00</td>
<td>A materials fee of $20.00 will be charged.</td>
</tr>
<tr>
<td>CH 005</td>
<td>Puppetry I</td>
<td>3.00</td>
<td>Recommended for teachers and others working with young children. A materials fee of $20.00 will be charged.</td>
</tr>
<tr>
<td>CA 113 (CSU)</td>
<td>Culinary Arts II</td>
<td>3.00</td>
<td>First Semester Class: Special Session Dates - June 11 thru July 14, 2007</td>
</tr>
<tr>
<td>CA 114</td>
<td>Culinary Skills I</td>
<td>2.00</td>
<td>First Semester Class: Special Session Dates - June 11 thru July 14</td>
</tr>
<tr>
<td>EC 002</td>
<td>Principles of Economics II (UC:CSU)</td>
<td>3.00</td>
<td>Recommended prerequisite: Eligibility for English 101, or eligibility for and concurrent enrollment in English 28. Explores the problems of unemployment, inflation, and government policies relating to these problems.</td>
</tr>
<tr>
<td>ED 006A</td>
<td>Methods and Materials of Tutoring A</td>
<td>0.50</td>
<td>This is a modular course of instruction in tutoring techniques, group dynamics, interpersonal skills, record keeping and tutorial organizational skills. Student tutors will be able to tutor concurrently with instructor's permission. Students must complete 27 hours of instruction/practicum to earn credit.</td>
</tr>
<tr>
<td>EN 021</td>
<td>English Fundamentals (NDA)</td>
<td>3.00</td>
<td>English 21 is an entry-level course which emphasizes improvement of writing skills, including grammar, punctuation, paragraph and short essay development. This is a credit/no credit class.</td>
</tr>
<tr>
<td>EN 028</td>
<td>Intermediate Reading and Composition</td>
<td>3.00</td>
<td>English 28 is the final preparatory course in composition and critical reading. Emphasis is placed on a review of grammar, mechanics, and paragraph writing. Students will write essays on various rhetorical patterns and will be introduced to research techniques. It is designed to assist the student to make the transition to English 101.</td>
</tr>
<tr>
<td>EN 067</td>
<td>Writing Laboratory (NDA) (RPT 3)</td>
<td>0.50</td>
<td>This class is open-entry. Recommended for any student desiring to improve writing skills.</td>
</tr>
<tr>
<td>EN 101</td>
<td>College Reading and Composition I (UC:CSU)</td>
<td>3.00</td>
<td>English 101 is a transfer Reading &amp; Composition course designed to prepare students to handle a wide range of college writing assignments and to acquire the analytic skills necessary for effective academic preparation. Stress is placed on the organization and composition of objective expository and argumentative essays, including the research paper.</td>
</tr>
<tr>
<td>EN 102</td>
<td>College Reading and Composition II (UC:CSU)</td>
<td>3.00</td>
<td>Continues the development of skillful reading and writing, using the material of short stories, plays, and poetry.</td>
</tr>
<tr>
<td>EN 205</td>
<td>English Literature I (UC:CSU)</td>
<td>3.00</td>
<td>The literature of England from the old English period to the late Neo-Classical period.</td>
</tr>
</tbody>
</table>

**Education changes everything**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH 206</td>
<td>ENGLISH LITERATURE II (UC:CSU)</td>
<td>3.00</td>
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<td></td>
<td>Prerequisite: A grade of &quot;C&quot; or better in English 101.</td>
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<td>This course is a continuation of English 205. British literature of the Romantic, Victorian, and Modern periods is read and discussed.</td>
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<tr>
<td>1104 lec</td>
<td>10:30 hrs/wk TBA - A.L. WARREN Internet</td>
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<tr>
<td>Contact <a href="mailto:annw708@earthlink.net">annw708@earthlink.net</a> as soon as you register:</td>
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<tr>
<td>FRENCH 001</td>
<td>ELEMENTARY FRENCH I (UC:CSU)</td>
<td>5.00</td>
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<tr>
<td></td>
<td>This course stresses the fundamentals of French pronunciation and grammar; the building of a practical basic vocabulary; and the development of the ability to speak, understand, read, and write simple French.</td>
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</tr>
<tr>
<td>1137 lec</td>
<td>8:30 - 12:45pm MTWTh C.R. CALOIA CV 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HISTORY 011</td>
<td>POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES I (UC:CSU)</td>
<td>3.00</td>
<td></td>
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<tr>
<td></td>
<td>This course surveys the political, social, and economic history of the United States from the Colonial era to 1876. Emphasis is placed on the origin and implementation of the U.S. Constitution. This course meets the California State University requirements for United States History.</td>
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</tr>
<tr>
<td>1135 lec</td>
<td>8:00 - 10:25am MTWTh M. EULA B 1</td>
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</tr>
<tr>
<td>HISTORY 012</td>
<td>POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU)</td>
<td>3.00</td>
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<tr>
<td></td>
<td>History 11 is not a prerequisite for this course. This course surveys the political, social, and economic history of the United States from 1876 to the present. This course meets the California State University requirements for United States History.</td>
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</tr>
<tr>
<td>1140 lec</td>
<td>8:00 - 10:10am T Th K. HITT B 1</td>
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<tr>
<td>HISTORY 052</td>
<td>THE ROLE OF WOMEN IN THE HISTORY OF THE U.S. (UC:CSU)</td>
<td>3.00</td>
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<td></td>
<td>This course surveys women's roles throughout U.S. History focusing on the influence of race, ethnicity, and status on women's experience. This course meets the California State University requirement for United States History.</td>
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<tr>
<td>1124 lec</td>
<td>10:35 - 1:00pm MTWTh T.E. JOINER B 1</td>
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</tr>
<tr>
<td>HUMANITIES 017</td>
<td>FILM APPRECIATION (UC:CSU)</td>
<td>3.00</td>
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<td></td>
<td>A survey of motion pictures and changing social attitudes in film from the silent era to the present.</td>
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<tr>
<td>1168 lec</td>
<td>1:00 - 4:20pm MTW D.R. O SHAUGHNESSY MU 101</td>
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<td></td>
</tr>
<tr>
<td>JOURNALISM 105</td>
<td>MASS COMMUNICATIONS (UC:CSU)</td>
<td>3.00</td>
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<tr>
<td></td>
<td>This course is a survey and evaluation of the mass media with special attention given to interpretation and analogies of ethical and legal issues.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1108 lec</td>
<td>10:35 - 1:00pm MTWTh P.L. MCLEOD CV 6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
NURSING 302 3.00 Units  
MATHEMATICS OF DRUGS AND SOLUTIONS  
After a review of relevant basic arithmetic, the student will use concepts of higher mathematics to gain knowledge of measurement systems, including apothecary and metric, and techniques, including solving for an unknown, for computing medication dosages, I.V. flow rates, and weight related dosages for children and adults.  
1125  lec  11:30 - 5:20pm  TW  STAFF  NU 149

NURSING 364 3.00 Units  
PHARMACOLOGY (CSU)  
This course is open to pre-nursing majors, nursing students and those interested in developing an understanding of medications. This course provides an understanding of basic pharmacology and the standards, policies, and regulations involved in medication administration. A brief review of the math concepts involved in the calculations of dosages is included. The course focus is on drug classifications, pharmacodynamics, chemical interactions, toxocology and the use of the nursing process in medication administration.  
1139  lec  12:00 - 5:10pm  M W  J.C. KIMBALL  NU 133

OCEANOGRAPHY

OCEANOGRAPHY 001 3.00 Units  
INTRODUCTION TO OCEANOGRAPHY (UC:CSU)  
Physical Oceanography. Major topics to be studied include the formation and features of the sea floor, islands and coastlines, properties of seawater, waves, currents, tides and marine life. Special reference is made to the California coast and the problems of human uses of the sea. Includes field trips to coastal Southern California sites.  
1131  lec  8:00 - 10:25am  MTWTh  T. MUNASINGHE  SCI 210

OCEANOGRAPHY 004 1.00 Units  
MARINE BIOLOGY LABORATORY (UC:CSU)  
4902  lec  5:45 - 7:50pm  T  S.E. YODER  GC 105  
&  lec  7:55 - 10:00am  S  S.E. YODER  GC 105  
&  lab  2:10 hrs/wk TBA  -  S.E. YODER  GC 105  
PACE Class - Starts 6/17/08, Ends 8/5/08

OCEANOGRAPHY 010 2.00 Units  
PHYSICAL OCEANOGRAPHY LABORATORY (UC:CSU)  
Prerequisite or corequisite: Oceanography 1.  
Introduction to the tools and techniques used in oceanographic research today. The student will learn analytic techniques used to study oceanographic features, seawater properties, currents, tides, and waves. Includes field trips to coastal Southern California sites.  
1166  lab  11:00 - 1:25pm  MTWTh  T. MUNASINGHE  SCI 210

OCEANOGRAPHY 012 3.00 Units  
LECTURES IN MARINE BIOLOGY (UC:CSU)  
Investigates the intertidal and offshore ocean habitats. The study of marine plants and animals, their ecology, morphology and economic importance to man.  
4901  lec  8:00 - 10:05pm  T  S.E. YODER  SCI 107  
&  lec  10:10 - 12:15pm  S  S.E. YODER  SCI 107  
&  lec  2:10 hrs/wk TBA  -  S.E. YODER  SCI 107  
PACE Class - Starts 6/17/08, Ends 8/5/08
### PHILosophy

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHILOSOPHY 001</td>
<td>INTRODUCTION TO PHILOSOPHY (UC:CSU)</td>
<td>3.00</td>
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<tr>
<td>PHILOSOPHY 020</td>
<td>ETHICS (UC:CSU)</td>
<td>3.00</td>
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### PHYSICAL EDUCATION

<table>
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<th>Units</th>
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<tbody>
<tr>
<td>PHYSICAL EDUCATION 185</td>
<td>DIRECTED STUDY - PHYSICAL EDUCATION (UC:CSU) (RPT 2)</td>
<td>1.00</td>
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<tr>
<td>PHYSICAL EDUCATION 642</td>
<td>ADAPTED FITNESS (UC:CSU) (RPT 3)</td>
<td>1.00</td>
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<tr>
<td>PHYSICAL EDUCATION 646</td>
<td>ADAPTED CARDIOVASCULAR FITNESS (UC:CSU) (RPT 3)</td>
<td>1.00</td>
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<tr>
<td>PHYSICAL EDUCATION 649</td>
<td>ADAPTED SPORTS AND GAMES (UC:CSU) (RPT 3)</td>
<td>1.00</td>
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### PHYSICS

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<tr>
<th>Course Code</th>
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<th>Units</th>
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<tbody>
<tr>
<td>PHYSICS 011</td>
<td>INTRODUCTORY PHYSICS (UC:CSU)</td>
<td>4.00</td>
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### PHYSIOLOGY

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<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PHYSIOLOGY 001</td>
<td>INTRODUCTION TO HUMAN PHYSIOLOGY (UC:CSU)</td>
<td>4.00</td>
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### POLITICAL SCIENCE

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<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>POLITICAL SCIENCE 001</td>
<td>THE GOVERNMENT OF THE UNITED STATES (UC:CSU)</td>
<td>3.00</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 385</td>
<td>DIRECTED STUDY - POLITICAL SCIENCE (UC:CSU)</td>
<td>3.00</td>
</tr>
</tbody>
</table>
PSYCHOLOGY

PSYCHOLOGY 001 3.00 Units
GENERAL PSYCHOLOGY I (UC:CSU)
Scientific survey of behavior covering personality, growth, perception, motivation, learning, and intelligence.
1151 lec 8:00 - 10:25am MTWTh S. THORNTON CV 4
3107 lec 6:00 - 9:20pm TWTh N. THOMPSON B 11

SPEECH

SPEECH 101 3.00 Units
ORAL COMMUNICATION I (UC:CSU)
The purpose of this course is to train the student in critical thinking, research, and the organization of ideas presented in discussion and original speeches. To accomplish this purpose, students receive instruction and practical experience in audience analysis and adaptation, critical listening and evaluation. The entire course is designed to emphasize personal growth through effective oral communication. Public speaking is especially recommended for students who plan to enter the fields of salesmanship, law, teaching, or the ministry. It is a valuable part of leadership training.
1153 lec 8:00 - 10:25am MTWTh M. SHANNON DS 104
1154 lec 10:35 - 1:00pm MTWTh M. SHANNON DS 104
3148 lec 6:30 - 9:50pm TWTh G.L. ROBERTSON DS 104

SPRING 2008

REAL ESTATE

REAL ESTATE 001 3.00 Units
REAL ESTATE PRINCIPLES
This is an overview of the fundamentals of real estate for those interested in getting a real estate state sales license or investing in real estate. Real Estate Sales license examination applicants are required to complete this course with a passing grade.
3100 lec 6:30 - 9:50pm TWTh R.P. MARICICH BU 109

SPANISH

SPANISH 001 5.00 Units
ELEMENTARY SPANISH I (UC:CSU)
Credit is allowed for only one: Spanish 1 or the Spanish 21 and 22 combination. This course stresses the mastery of Spanish fundamentals. Particular emphasis is placed upon developing the student's ability to read, write, speak, and understand simple, idiomatic Spanish, including pronunciation, vocabulary, and elementary grammar.
1149 lec 7:55 - 10:00am S A. NAMA GC 103
3121 lec 5:30 - 8:50pm TWTh K.L. CAMPBELL DS 102
3122 lec 5:50 - 10:05pm MTWTh J.H. SANDELL CV 4
4904 lec 7:55 - 10:00am S A. NAMA GC 204
& lec 7:55 - 10:00am S A. NAMA GC 204
& lec 2:10 hrs/wk TBA - A. NAMA GC 204
PACE Class - Starts 6/17/08, Ends 8/5/08

SPANISH 002 5.00 Units
ELEMENTARY SPANISH II (UC:CSU)
Prerequisite: A grade of "C" or better in Spanish 1 or in the Spanish 21 and 22 combination or two years of high school Spanish or equivalent. This course is a continuation of Spanish I. The student's ability to speak and understand Spanish is developed. Emphasis is also placed on correct pronunciation, vocabulary, and sentence structure.
1138 lec 8:00 - 12:15pm MTWTh W. HERNANDEZ CV 8
3122 lec 5:50 - 10:05pm MTWTh W. HERNANDEZ CV 8

SPANISH 003 5.00 Units
INTERMEDIATE SPANISH I (UC:CSU)
Prerequisite: A grade of "C" or better in Spanish 2 or three years of high school Spanish or equivalent. Completes and reviews the study of Spanish grammar. Introduction to Spanish literature.
3138 lec 5:50 - 10:05pm MTWTh M. KOVEN CV 3

SPANISH 101 1.00 Units
SPANISH LANGUAGE LABORATORY (RPT 3)
Concurrent enrollment in Spanish class is required. An independent course in which students improve their reading, writing, speaking and comprehension skills by use of audio materials. Students must complete 25 hours for credit.
** lab 7:05 hrs/wk TBA - C. CARRILLO LAC 109

www.lahc.edu

Course Offerings 19
ACCOUNTING

ACCOUNTING 001  5.00 Units
INTRODUCTORY ACCOUNTING I (UC:CSU)
Credit is allowed in only one of Accounting 1 or the Accounting 21 and 22 combination.
This course covers the process of recording business transactions and preparing financial statements for sole proprietors and partnerships. Course required for Business Degree.
1106 lec  8:00 - 11:00am  MTWTh  F.K. HO  BU 107

ART

ART 103  3.00 Units
ART APPRECIATION I (UC:CSU)
This course is designed to develop a student's understanding and appreciation of art and the artistic process.
1203 lec  9:00 - 11:05am  TWTh  V.B. PRUDEN  MU 134
7201 lec  6:30 hrs/wk  TBA  -  J.A. FREEDMAN  Internet
Contact freedmja@hotmail.com as soon as you register.

COMPUTER APPLICATIONS OFFICE TECHNOLOGY

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 082  3.00 Units
MICROCOMPUTER SOFTWARE SURVEY IN THE OFFICE
Introduces commercially available software for business offices. Provides hands-on introduction to system, word processing, database, spreadsheets, and electronic mail software. No previous computer experience required. This course may not be taken for CIS credit.
7200 lec  9:00 - 10:50am  TWTh  E. LINARES  BU 104
& lab  2:35 hrs/wk  TBA  -  E. LINARES  BU 104
& lab  4:30 hrs/wk  TBA  -  E. LINARES  Internet
This class is offered as a web enhanced course, a form of blended learning, where students meet during the times indicated and also participate in Internet activities as directed by the instructors.

COMPUTER INFORMATION SYSTEMS

COMPUTER INFORMATION SYSTEMS 001  3.00 Units
PRINCIPLES OF BUSINESS COMPUTER SYSTEMS I (UC:CSU)
Corequisite: Computer Information Systems 23, Bus. 60 or the ability to type by touch.
This is an introduction to the principles and operation of computer systems used in business. Students learn about Windows, word processing, spreadsheet, database and Internet through hands-on interaction with the computer. This course does not teach keyboarding skills.
3201 lec  6:00 - 8:35pm  MTW  R. CHAO  BU 108

COMPUTER INFORMATION SYSTEMS 023  1.00 Units
PROGRAMMING LABORATORY (CSU) (RPT 3)
Corequisite: One other Computer Information Systems course.
If available, sign up for a lab taught by the same instructor as your other CIS class. Computers are used to complete assignments.
3204 lab  8:45 - 10:00pm  MTW  R. CHAO  BU 108

CULINARY ARTS

CULINARY ARTS 115  2.00 Units
FOOD FABRICATION (CSU)
1222 lec  7:00 - 7:25am  MTWThF  STAFF  CAF 109
& lab  7:40 - 8:50am  MTWThF  STAFF  CAF 109
First Semester Class: Special Session Dates - July 17 thru August 18

CULINARY ARTS 116  2.00 Units
PRODUCT IDENTIFICATION AND PURCHASING (CSU)
1223 lec  10:00 - 10:25am  MTWThF  STAFF  CAF 109
& lab  10:40 - 11:50am  MTWThF  STAFF  CAF 109
First Semester Class: Special Session Dates - July 17 thru August 18

CULINARY ARTS 117  3.00 Units
FOOD SANITATION AND SAFETY (CSU)
Students focus primarily on meats, fish, poultry, vegetables, fruits, herbs, spices, groceries, dairy, paper, and other products; learn how to recognize foods by their appearance, smell, texture, and taste; cover purchasing cycle and quality and quantity control.
Introduction to food and environmental sanitation and safety in the food production area. Focus on foodborne illnesses; origins; food handling, receiving and storage practices; pest management and other safety procedures in the food service industry.
1224 lec  12:50 - 1:35pm  MTWThF  STAFF  CAF 109
& lab  2:30 - 3:40pm  MTWThF  STAFF  CAF 109
First Semester Class: Special Session Dates - July 17 thru August 18

HEALTH

HEALTH 002  3.00 Units
HEALTH AND FITNESS (UC:CSU)
Explores the basic fundamentals of Physical Fitness. It involves lecture and laboratory assessment of each student's physical fitness status resulting in an individualized physical fitness program. Health 2 meets the health and physical requirements for the Associate in Arts degree.
3228 lec  5:30 - 6:55pm  TWTh  D.M. WEEMS  PE 101
& lab  6:55 - 8:15pm  TWTh  D.M. WEEMS  PE 101

HEALTH 011  3.00 Units
PRINCIPLES OF HEALTHFUL LIVING (UC:CSU)
Credit is allowed only in one of Health 9, 10, or 11. This course offers concepts to use today and tomorrow as guidelines for self-paced responsible living in personal, community, vocational, and leadership roles.
1200 lec  10:40am - 12:45pm  TWTh  M. VANHAROVA  PE 137
7205 lec  6:30 hrs/wk  TBA  -  L. PANDEY  Internet
Contact laxpandey@gmail.com as soon as you register.

HEALTH 012  3.00 Units
SAFETY EDUCATION AND FIRST AID (UC:CSU)
The course covers the standard and advanced courses of the American National Red Cross and qualifies successful candidates for First Aid certificates. CPR cards will be issued on completion of the course.
1262 lec  10:00 - 10:25am  MTWThF  S. KOMAI  PE 101

LEARNING FOUNDATION

LEARNING FOUNDATION 003  1.00 Units
ADAPTIVE COMPUTER OPERATIONS (NDA) (RPT 3)
Designed for students with verified disabilities, this class is open-entry and is taught on a credit/no credit basis. Students will learn how to use the latest technologies (hardware and software) to make computer applications accessible.
1366 lab  6:30 hrs/wk  TBA  -  S. FASTEAU  LAC 107

20 Summer 2008 Course Offerings

Los Angeles Harbor College
LEARNING SKILLS

LEARNING SKILLS 010C 1.00 Units
MATHEMATICS FUNDAMENTALS C (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction designed to build skills for entry into basic math classes and other college courses. Based on a diagnostic assessment, assigned modules will provide self-paced instruction related to students’ individual problem areas.
1365 lec 4:15 hrs/wk TBA S. FASTEAU LAC 107

MUSIC

MUSIC 650 2.00 Units
BEGINNING GUITAR (UC:CSU)
Beginning instruction on the guitar.
3235 lec 6:55 - 8:00pm M W I. GRIGORIEV MU 107
& lab 8:05 - 10:10pm M W I. GRIGORIEV MU 107

MUSIC 651 2.00 Units
CLASSICAL GUITAR I (UC:CSU)
Prerequisite: Music 650 or equivalent.
3236 lec 6:55 - 8:00pm M W I. GRIGORIEV MU 107
& lab 8:05 - 10:10pm M W I. GRIGORIEV MU 107

MUSIC 652 2.00 Units
CLASSICAL GUITAR II (UC:CSU)
Prerequisite: Music 650 is required for Music 651. The preceding semester is required for Music 652.
3237 lec 6:55 - 8:00pm M W I. GRIGORIEV MU 107
& lab 8:05 - 10:10pm M W I. GRIGORIEV MU 107

MUSIC 653 2.00 Units
CLASSICAL GUITAR III (UC:CSU)
Prerequisite: Music 652.
3238 lec 6:55 - 8:00pm M W I. GRIGORIEV MU 107
& lab 8:05 - 10:10pm M W I. GRIGORIEV MU 107

MUSIC 654 2.00 Units
CLASSICAL GUITAR IV (UC:CSU)
Prerequisite: Music 653.
3239 lec 6:55 - 8:00pm M W I. GRIGORIEV MU 107
& lab 8:00 - 10:05pm M W I. GRIGORIEV MU 107

PERSONAL DEVELOPMENT

PERSONAL DEVELOPMENT 017 1.00 Units
COLLEGE SURVIVAL SKILLS DEVELOPMENT
Personal Development 17 is open to all students, and is required of all new EOPS students. Course covers time management, study skills, self-esteem, stress management, test taking, and campus services.
1230 lec 2:05 - 3:10pm T Th B. BURSTEIN CV 4

PERSONAL DEVELOPMENT 020 3.00 Units
POST SECONDARY EDUCATION: THE SCOPE OF CAREER PLANNING (CSU)
7230 lec 6:00 hrs/wk TBA E.H. KOLOCHO Internet
Contact yoni.01@hotmail.com as soon as you register.

PHYSICAL EDUCATION

PHYSICAL EDUCATION 229 1.00 Units
INDIVIDUAL AND DUAL ACTIVITIES - BODY DYNAMICS (UC:CSU) (RPT 3)
This class is designed to improve your overall fitness through AEROBICS, calisthenics, and stretching.
*3242 lec 8:00 - 9:00pm M W S. KOSTICH PE 142
*Offered in Summer Session I - see Page 157 of web schedule
PHYSICAL EDUCATION 440 1.00 Units
SOCIAL DANCE (UC:CSU) (RPT 3)
*Offered in Summer Session I - see Page 157 of web schedule
PHYSICAL EDUCATION 552 1.00 Units
ATHLETICS PRE-SEASON CONDITIONING (UC:CSU) (RPT 3)
*UC credit may be granted by petition after transfer.
*** lec 6:30 hrs/wk TBA - A.A. ALVILLAR FIELD
*** lec 6:30 hrs/wk TBA - W. BARLOW FIELD
*** lec 6:30 hrs/wk TBA - M.A. ALVILLAR FIELD
Evening Class
**** lec 7:00 – 9:00pm MW J. HUFFMAN PE 142

SUPERVISED LEARNING ASSISTANCE

SUPERVISED LEARNING ASSISTANCE 001T 0.00 Units
SUPERVISED LEARNING ASSISTANCE (NDA) (RPT 9)
In this course, students will receive tutoring in a designated subject area(s) using course textbook(s) and other related materials. Cumulative progress and positive attendance records will be maintained for this non-credit, open entry/exit course. No tuition will be charged, nor will grades be received for enrollment in this course. This course will not appear on the student transcript.
**** lec 44:50 hrs/wk TBA - STAFF LAC 114

GROUP I: TUESDAY
ROOM: TBA
5:45 4900 English 102 D. Hudson
8:00 4901 Oceanography 12 S. Yoder

GROUP II: TUESDAY
ROOM: TBA
5:45 4902 Oceanography 4 S. Yoder
8:00 4903 English 28 D. Hudson

GROUP III: TUESDAY
ROOM: TBA
5:45 4904 Speech 121 D. O'Shaughnessy
8:00 4905 Philosophy 20 D. O'Shaughnessy

GROUP IV: TUESDAY
ROOM: TBA
5:45 4906 Sociology 1 K. Carter
8:00 4907 Anthropology M. Reddick

SATURDAY CONFERENCES:
June 28, 2007 July 12, 2008
July 26, 2007 August 5, 2008 (Final Examinations)

***Some Saturday Conferences take place on off-campus sites and may require minimal charges (e.g., for movie theater, museum, aquarium, and/or zoo visits).
### SUMMER SESSION III  * JULY 21 - AUGUST 21  * 5-WEEK SESSION

#### ACCOUNTING

**ACCOUNTING 002**  
5.00 Units  
INTRODUCTORY ACCOUNTING II (UC:CSU)  
Prerequisite: A grade of “C” or better in Accounting 1 or the Accounting 21 and 22 combination.  
This course covers corporation accounting, managerial analysis, and interpretation of accounting reports, and cost accounting. Course required for Business Degree.  
1302 lec 1:30 - 5:45pm MTWTh J. WORLEY BU 107

#### ANTHROPOLOGY

**ANTHROPOLOGY 102**  
3.00 Units  
HUMAN WAYS OF LIFE: CULTURAL ANTHROPOLOGY (UC:CSU)  
Survey of world's cultures and institutions - language, marriage, and religion.  
1326 lec 8:00 - 10:25am MTWTh L. GREATHOUSE MU 135  
3301 lec 6:30 - 9:50pm M WTh M. WOMACK MU 138

#### ART

**ART 103**  
3.00 Units  
SURVEY OF ART HISTORY II (UC:CSU)  
This course is designed to develop a student's understanding and appreciation of art and the artistic process.  
1351 lec 9:00 - 12:20pm TW Th R.E. LINDEN TBA

#### BUSINESS

**BUSINESS 001**  
3.00 Units  
INTRODUCTION TO BUSINESS (UC:CSU)  
This is a survey course. It introduces the student to the various technical specialties utilized in a business including: organization, marketing, finance, human resource management, production and much more. As the student is exposed to many different aspects of the world of business throughout the course, he or she also can begin to consider which areas represent potential careers. The course is required for the Business Certificate and Degree. All Business majors should take this course.  
1307 lec 1:30 - 4:50pm MT Th S.C. SANDELL BU 102

**BUSINESS 005**  
BUSINESS LAW I (UC:CSU)  
Virtually all activities, both business and personal, are governed by laws. This course continues the study of legal principles of business transactions and everyday life. It provides an awareness of the legal system as it is applied to employment, operating your own business or as an ordinary consumer. Learn about the legal systems, crimes, torts, contracts, and banking. This course is required for the Business Degree.  
1306 lec 8:00 - 11:20am MT Th S.C. SANDELL BU 102

**BUSINESS 006**  
BUSINESS LAW II (UC:CSU)  
This course covers basic math applied to accounting, financial, and other business problems.  
3308 lec 6:30 - 9:50pm TWTh J.L. LAURIN BU 107

#### ECONOMICS

**ECONOMICS 001**  
3.00 Units  
PRINCIPLES OF ECONOMICS I (UC:CSU)  
Recommended: Economics 2 should be taken before Economics 1. Recommended prerequisite: Eligibility for English 101, or eligibility for and concurrent in English 28. This course is an introduction to the principles of economic analysis and economic policy.  
1301 lec 10:35 - 1:00pm MTWTh C.M. CHIMA B 13

#### ENGLISH

**ENGLISH 021**  
3.00 Units  
ENGLISH FUNDAMENTALS (NDA)  
Prerequisite: A grade of “C” or better in Developmental Communications 20 or appropriate score on assessment test.  
1314 lec 10:35 - 1:00pm MTWTh A. CRUM CV 5

**ENGLISH 028**  
3.00 Units  
INTERMEDIATE READING AND COMPOSITION  
This course is an entry-level course which emphasizes improvement of writing skills, including grammar, punctuation, paragraph and short essay development. This is a credit/no credit class.  
1318 lec 8:00 - 10:25am MTWTh D.D. DUMARS SCI 211  
1319 lec 10:35 - 1:00pm MTWTh K. DIAZ TR 102  
3315 lec 6:30 - 9:50pm TWTh A.A. BOYCE CV 5

**ENGLISH 067**  
WRITING LABORATORY (NDA) (RPT 3)  
This class is open-entry. Recommended for any student desiring to improve writing skills.  
1322 lab 2:05 hrs/wk TBA - C. CARRILLO LAC 104A

**ENGLISH 101**  
3.00 Units  
COLLEGE READING AND COMPOSITION I (UC:CSU)  
Prerequisite: A grade of “C” or better in English 28 or English 31 or appropriate score on assessment test.  
1323 lec 8:00 - 10:25am MTWTh K.J. STODDART CV 2  
1325 lec 10:35 - 1:00pm MTWTh D.M. DREW CV 4  
3319 lec 6:30 - 9:50pm TWTh S.J. SWAIM CV 1
<table>
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<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Prerequisites</th>
<th>Description</th>
<th>Schedule Details</th>
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<tr>
<td>ENGLISH 102</td>
<td>COLLEGE READING AND COMPOSITION II (UC:CSU)</td>
<td>3.00</td>
<td>A grade of “C” or better in English 101.</td>
<td>Continues the development of skillful reading and writing, using the material of short stories, plays, and poetry.</td>
<td>1343 lec 11:30 - 1:55pm MTWTh C. CARRILLO CV 1</td>
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<td>7902 lec 10:30 hrs/wk TBA - A.L. WARREN Internet</td>
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<td>7303 lec 10:30 hrs/wk TBA - A.L. WARREN Internet</td>
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<td>Contact <a href="mailto:annw708@earthlink.net">annw708@earthlink.net</a> as soon as you register.</td>
</tr>
<tr>
<td>ENGLISH 214</td>
<td>CONTEMPORARY LITERATURE (UC:CSU)</td>
<td>3.00</td>
<td>A grade of “C” or better in English 101.</td>
<td>Representative examples of post World War II literature are studied in this course. Works will be examined in light of their literary attributes and their reflections of the complexities of contemporary life, values and thought.</td>
<td>7304 lec 10:30 hrs/wk TBA - A.L. WARREN Internet</td>
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<td>Contact <a href="mailto:annw708@earthlink.net">annw708@earthlink.net</a> as soon as you register.</td>
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<tr>
<td>ENGLISH 215</td>
<td>SHAKESPEARE I (UC:CSU)</td>
<td>3.00</td>
<td>A grade of “C” or better in English 101.</td>
<td>An introductory course to Shakespeare. Course will cover theatrical background, major plays and poetry.</td>
<td>7306 lec 10:30 hrs/wk TBA - A.L. WARREN Internet</td>
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<td>Contact <a href="mailto:annw708@earthlink.net">annw708@earthlink.net</a> as soon as you register.</td>
</tr>
<tr>
<td>ENGLISH 218</td>
<td>CHILDREN’S LITERATURE</td>
<td>3.00</td>
<td>A grade of “C” or better in English 101.</td>
<td>In this survey course we will analyze picture books, folk tales, fantasy and modern realism written for children from pre-schoolers to teens.</td>
<td>1334 lec 9:00 - 12:20pm TWTh M.D. WOOD MU 101</td>
</tr>
<tr>
<td>FRENCH 002</td>
<td>ELEMENTARY FRENCH II (UC:CSU)</td>
<td>5.00</td>
<td>A grade of “C” or better in French 1, or two years of high school French, or equivalent.</td>
<td>This course completes the study of elementary French grammar. It provides continued practice in speaking, reading, and writing simple French. The reading selections illustrate French culture.</td>
<td>1300 lab 8:00 hrs/wk TBA - L.J. MCKENZIE LAC 105B</td>
</tr>
<tr>
<td>HISTORY 011</td>
<td>POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES I (UC:CSU)</td>
<td>3.00</td>
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<td>This course surveys the political, social, and economic history of the United States from the Colonial era to 1876. Emphasis is placed on the origin and implementation of the U.S. Constitution. This course meets the California State University requirements for United States History.</td>
<td>3314 lec 5:00 - 10:05pm T Th A.N. MILES B 1</td>
</tr>
<tr>
<td>HISTORY 012</td>
<td>POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU)</td>
<td>3.00</td>
<td></td>
<td>History 11 is not a prerequisite for this course. This course surveys the political, social, and economic history of the United States from 1876 to the present. This course meets the California State University requirements for United States History.</td>
<td>3309 lec 6:30 - 9:00pm MTWTh D.J. GATLIN CV 8</td>
</tr>
<tr>
<td>HISTORY 087</td>
<td>INTRODUCTION TO WORLD CIVILIZATION II (UC:CSU)</td>
<td>3.00</td>
<td></td>
<td>This course surveys world civilization from 1500 to the present. Major topics include the development of the nation-state, economic systems, industrialization, global conquest, colonization, and revolution.</td>
<td>3310 lec 5:00 - 10:10pm T Th P.L. RODRIGUEZ T 115</td>
</tr>
<tr>
<td>HUMANITIES 017</td>
<td>FILM APPRECIATION (UC:CSU)</td>
<td>3.00</td>
<td></td>
<td>A survey of motion pictures and changing social attitudes in film from the silent era to the present.</td>
<td>1335 lec 9:00 - 12:20pm TWTh M.D. WOOD MU 101</td>
</tr>
<tr>
<td>MANAGEMENT 013</td>
<td>SMALL BUSINESS ENTREPRENEURSHIP</td>
<td>3.00</td>
<td></td>
<td>Students learn how to organize and operate a small business. The class will cover the basics of successful small business management.</td>
<td>3306 lec 6:30 - 9:50pm TWTh R. BALTAZAR BU 102</td>
</tr>
<tr>
<td>MATHEMATICS 100</td>
<td>MATHEMATICS WORKSHOP (NDA) (RPT 3)</td>
<td>1.00</td>
<td></td>
<td>Corequisite: Concurrent enrollment in a mathematics or mathematics related course. This course supplements all math level courses by providing tutorial assistance. This course is offered on a credit/no credit basis.</td>
<td>1300 lec 12:00 - 2:30pm MTWTh STAFF LAC 105B</td>
</tr>
<tr>
<td>MATHEMATICS 112</td>
<td>PRE-ALGEBRA (NDA)</td>
<td>3.00</td>
<td></td>
<td>Review of arithmetic concepts and an introduction to elementary algebra concepts including signed numbers, exponents, mathematical sentences and linear equations.</td>
<td>1308 lec 12:00 - 2:30pm MTWTh STAFF LAC 113B</td>
</tr>
<tr>
<td>MATHEMATICS 123A</td>
<td>ELEMENTARY AND INTERMEDIATE ALGEBRA I</td>
<td>4.00</td>
<td></td>
<td>Prerequisite: Completion of Math 112 with a grade of “C” or better, or placement by exam. First of three modules for Math 123 covering elementary algebra topics such as real numbers, algebraic expressions, solution of linear equations and inequalities. Applications relating to the above topics are also covered.</td>
<td>1309 lec 8:00 - 12:00pm MT Th F. MA NU 133</td>
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<td>3302 lec 5:40 - 9:30pm MTWTh J. ESTEPHAN SCI 209</td>
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</tbody>
</table>

*New Section*
MUSIC 101 3.00 Units
FUNDAMENTALS OF MUSIC (UC:CSU)
This course provides the basic knowledge of music needed by the candidate for the Standard Elementary Teaching Credential. It is also offered for the non-music major who wishes to study the basic rudiments of music, including notation, scales, keys and intervals, with some sight singing and ear training.
3300 lec 5:00 - 10:10pm T Th J. SITTERLY MU 134

MUSIC 111 3.00 Units
MUSIC APPRECIATION I (UC:CSU)
This course is an introduction to music and musical masterpieces. They are presented through lectures, reports, and recordings. The course is recommended for the general college student who wishes to improve his/her understanding of music.
1330 lec 1:00 - 6:10pm M W D. AITKEN MU 134

PHYSICAL EDUCATION

PHYSICAL EDUCATION 185 1.00 Units
DIRECTED STUDY - PHYSICAL EDUCATION (UC:CSU) (RPT 2)
Prerequisite: These classes are by arrangement and prior permission of instructor only. Do not enroll before getting approval.
*UC credit may be granted by petition after transfer.
1305 lec 3:20 hrs/wk TBA - N.M. BARAKAT PE 140

PHYSICAL EDUCATION 642 1.00 Units
ADAPTED FITNESS (UC:CSU) (RPT 3)
Course designed to meet the needs of students with disabilities who require restricted or modified activities. Individualized exercise programs will be performed by students with instruction covering the basic elements of physical fitness and training principles. Students with disabilities must provide a physician prescription for exercises.
*UC credit may be granted by petition after transfer.
1327 lab 10:30 hrs/wk TBA - N.M. BARAKAT PE 140

PHYSICAL EDUCATION 646 1.00 Units
ADAPTED CARDIOVASCULAR FITNESS (UC:CSU) (RPT 3)
Course is designed to meet the needs of students with disabilities who can benefit from individualized cardiovascular endurance training. Development of cardiovascular endurance through the use of bicycle ergometers, treadmills, hand cranks, etc., will be the major class focus. Students with disabilities must provide a physician prescription for exercises.
*UC credit may be granted by petition after transfer.
1328 lab 10:30 hrs/wk TBA - H.L. JACOBSON PE 140

PHYSICAL EDUCATION 649 1.00 Units
ADAPTED SPORTS AND GAMES (UC:CSU) (RPT 3)
*UC credit may be granted by petition after transfer.
1329 lab 10:30 hrs/wk TBA - H.L. JACOBSON PE 140

PHYSICAL EDUCATION 690 1.00 Units
WEIGHT TRAINING (UC:CSU) (RPT 3)
An open laboratory experience designed for the people who desire an individualized strength program using a combination of nautilus, universal, and free weight. This is suited for men and women of all age groups who are interested in muscle toning and muscle building beyond the normal workout; an average of three hours of workouts required a week. Students attend at the hours and day of their choice. All students will participate in an orientation session the first week of the semester. Each student must attend one orientation session as noted below. Students who completed the class in the immediate previous semester with a grade of "C" or better can request exemption from orientation.
Orientation sessions will begin ON THE HOUR each hour the strength lab is open. Lab Hours are MTWTh 8:00 a.m.- 3:00 p.m. and 5:00 p.m. - 8:00 p.m and Fridays from 8:00 a.m. - 1:00 p.m. Workouts begin the second week of the semester.
3350 lab 5:00 - 7:25pm MTWTh W.T. BECKHAM PE 109
POLITICAL SCIENCE

POLITICAL SCIENCE 001 3.00 Units
THE GOVERNMENT OF THE UNITED STATES (UC:CSU)
This course explains the theory and practice of democracy in United States national, state, and local government.
1315 lec 10:35 - 1:00pm MTWTh J.B. STANBERY B 11
3311 lec 5:00 - 10:10pm T Th J.B. STANBERY B 11

POLITICAL SCIENCE 385 3.00 Units
DIRECTED STUDY - POLITICAL SCIENCE (UC:CSU)
1342 lec 10:30 hrs/wk TBA - N.R. MALONE TBA

PSYCHOLOGY

PSYCHOLOGY 001 3.00 Units
GENERAL PSYCHOLOGY I (UC:CSU)
Scientific survey of behavior covering personality, growth, perception, motivation, learning, and intelligence.
1317 lec 10:35 - 1:00pm MTWTh A.J. SICHAN B 1
3316 lec 6:30 - 9:50pm T WTh J.L. WATKINS SCI 112

REAL ESTATE

REAL ESTATE 003 3.00 Units
REAL ESTATE PRACTICES
Prerequisite: Real Estate 1 or real estate sales license. A broker exam required class. Studies the functions of a real estate broker.
3304 lec 6:30 - 9:50pm T WTh K. GUNDERSON BU 109

SOCIOLOGY

SOCIOLOGY 001 3.00 Units
INTRODUCTION TO SOCIOLOGY (UC:CSU)
Explains human behavior: child rearing, personality, American culture, deviance, sexual patterns, marriage, divorce, social class, power, media, and other institutions.
1324 lec 8:00 - 10:25am MTWTh J.H. SANDELL CV 9
3317 lec 6:35 - 9:55pm T WTh N. THOMPSON CV 2

SPANISH

SPANISH 001 5.00 Units
ELEMENTARY SPANISH I (UC:CSU)
Credit is allowed for only one: Spanish 1 or the Spanish 21 and 22 combination.
This course stresses the mastery of Spanish fundamentals. Particular emphasis is placed upon developing the student’s ability to read, write, speak, and understand simple, idiomatic Spanish, including pronunciation, vocabulary, and sentence structure. Reading and writing of basic Spanish are also further developed. Introduction to Hispanic culture.
1336 lec 8:00 - 12:15pm MTWTh M. BARRIO DE MENDOZA CV 6
3354 lec 5:50 - 10:05pm MTWTh M. KOVEN CV 6

SPANISH 002 5.00 Units
ELEMENTARY SPANISH II (UC:CSU)
Prerequisite: A grade of "C" or better in Spanish 1 or in the Spanish 21 and 22 combination or two years of high school Spanish or equivalent.
This course is a continuation of Spanish 1. The student's ability to speak and understand Spanish is developed. Emphasis is also placed on correct pronunciation, vocabulary, and sentence structure. Reading and writing of basic Spanish are also further developed. Introduction to Hispanic culture.
1337 lec 8:00 - 12:15pm MTWTh C.P. GARAY CV 8

SPANISH 003 5.00 Units
INTERMEDIATE SPANISH I (UC:CSU)
Prerequisite: A grade of "C" or better in Spanish 2 or three years of high school Spanish or equivalent.
Completes and reviews the study of Spanish grammar. Introduction to Spanish literature.
1321 lec 8:00 - 12:15pm MTWTh E. DIMO FA 100

SPANISH 101 1.00 Units
SPANISH LANGUAGE LABORATORY (RPT 3)
Concurrent enrollment in Spanish class is required.
An independent course in which students improve their reading, writing, speaking and comprehension skills by use of audio materials. Students must complete 25 hours for credit.
**** lab 7:05 hrs/wk TBA - C. CARRILLO LAC 109
See Spanish instructor or division chairperson to add.

SPEECH

SPEECH 101 3.00 Units
ORAL COMMUNICATION I (UC:CSU)
The purpose of this course is to train the student in critical thinking, research, and the organization of ideas presented in discussion and original speeches. To accomplish this purpose, students receive instruction and practical experience in audience analysis and adaptation, critical listening and evaluation. The entire course is designed to emphasize personal growth through effective oral communication. Public speaking is especially recommended for students who plan to enter the fields of salesmanship, law, teaching, or the ministry. It is a valuable part of leadership training.
1338 lec 8:00 - 10:25am MTWTh C. NAVARRO DS 102
3345 lec 6:30 - 9:50pm T WTh R. HUETE DS 104

SPEECH 121 3.00 Units
THE PROCESS OF INTERPERSONAL COMMUNICATION (UC:CSU)
This course provides analysis of, and practice in, non-platform speaking which takes place when people interact. Course will provide understanding and awareness of the principles of communication.
1339 lec 8:00 - 10:25am MTWTh P.M. KILEY DS 104
1340 lec 8:00 - 10:25am MTWTh L.K. KRUEGER LRC 207
1341 lec 10:35 - 1:00pm MTWTh L.K. KRUEGER LRC 207
3307 lec 6:30 - 10:00pm T WTh D.B. RAY DS 102

SUPERVISED LEARNING ASSISTANCE

SUPERVISED LEARNING ASSISTANCE 001T 0.00 Units
SUPERVISED LEARNING ASSISTANCE (NDA) (RPT 9)
In this course, students will receive tutoring in a designated subject area(s) using course textbook(s) and other related materials. Cumulative progress and comprehension skills by use of audio materials. Students must complete 25 hours for credit.
**** lab 7:50 hrs/wk TBA - STAFF LAC 114
8960 lec 7:50 hrs/wk TBA - D. TULL CAF 108
<table>
<thead>
<tr>
<th>BANNING HIGH SCHOOL</th>
<th>SAN PEDRO HIGH SCHOOL</th>
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</thead>
<tbody>
<tr>
<td><strong>Classes Start 7/7/08, End 8/15/08</strong></td>
<td><strong>Classes Start 7/7/08, End 8/15/08</strong></td>
</tr>
<tr>
<td><strong>MUSIC 101</strong></td>
<td><strong>BUSINESS 001</strong></td>
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<tr>
<td><strong>3.00 UNITS</strong></td>
<td><strong>3.00 UNITS</strong></td>
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<tr>
<td><strong>FUNDAMENTALS OF MUSIC (UC:CSU)</strong></td>
<td><strong>INTRODUCTION TO BUSINESS (UC:CSU)</strong></td>
</tr>
<tr>
<td>6001 lec 12:30 - 2:35pm MTWTh J. SITTERLY BHS</td>
<td>6015 lec 1:30 - 3:35pm MTWTh R. BALTAZAR SPHS</td>
</tr>
<tr>
<td><strong>CARSON HIGH SCHOOL</strong></td>
<td><strong>SPANISH 001</strong></td>
</tr>
<tr>
<td><strong>Classes Start 7/7/08, End 8/15/08 with the exception of Pol Sci 1</strong></td>
<td><strong>ELEMENTARY SPANISH I (UC:CSU)</strong></td>
</tr>
<tr>
<td><strong>COMPUTER SCIENCE INFORMATION TECHNOLOGY 058</strong></td>
<td><strong>3.00 UNITS</strong></td>
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<td><strong>3.00 UNITS</strong></td>
<td><strong>5.00 UNITS</strong></td>
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<tr>
<td><strong>COMPUTER LITERACY FOR THE LIBERAL ARTS STUDENT (UC:CSU)</strong></td>
<td><strong>M. BARRIO DE MENDOZA SPHS</strong></td>
</tr>
<tr>
<td>6023 lec 12:40 - 2:45pm MTWTh R. CHAO CHS</td>
<td>6014 lec 1:30 - 5:00pm MTWTh M. BARRIO DE MENDOZA SPHS</td>
</tr>
<tr>
<td><strong>HEALTH 011</strong></td>
<td><strong>SAN PEDRO BOYS &amp; GIRLS CLUB</strong></td>
</tr>
<tr>
<td><strong>PRINCIPLES OF HEALTHFUL LIVING (UC:CSU)</strong></td>
<td><strong>MUSIC 111</strong></td>
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<tr>
<td><strong>3.00 UNITS</strong></td>
<td><strong>3.00 UNITS</strong></td>
</tr>
<tr>
<td>6022 lec 10:20 -12:35pm MTWTh S. KOMAI CHS</td>
<td>6026 lec 3:10 hrs/wk TBA- T.S. COLEMAN PVP HS</td>
</tr>
<tr>
<td><strong>POLITICAL SCIENCE 001</strong></td>
<td><strong>PERSONAL DEVELOPMENT 020</strong></td>
</tr>
<tr>
<td><strong>THE GOVERNMENT OF THE UNITED STATES (UC:CSU)</strong></td>
<td><strong>3.00 UNITS</strong></td>
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<td><strong>3.00 UNITS</strong></td>
<td><strong>3.00 UNITS</strong></td>
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<tr>
<td>6020 lec 8:00 -10:05am MTWTh F.G. AQUINO CHS</td>
<td>6028 lec 3:10 hrs/wk TBA- E. COLOCHO INTERNET</td>
</tr>
<tr>
<td>6021 lec 10:20 -12:25pm MTWTh F.G. AQUINO CHS</td>
<td><strong>PSYCHOLOGY 001</strong></td>
</tr>
<tr>
<td><strong>NOTE: Both sections classes start 7/14/08, End 8/22/08</strong></td>
<td><strong>GENERAL PSYCHOLOGY I (UC:CSU)</strong></td>
</tr>
<tr>
<td></td>
<td><strong>3.00 UNITS</strong></td>
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<td></td>
<td>6027 lec 3:10 hrs/wk TBA- J. THOMAS-SPIEGEL INTERNET</td>
</tr>
<tr>
<td><strong>GARDENA HIGH SCHOOL</strong></td>
<td><strong>NARBONNE HIGH SCHOOL</strong></td>
</tr>
<tr>
<td><strong>Class starts 7/7/08, ends 8/15/08</strong></td>
<td><strong>Classes Start 7/7/08, End 8/15/08</strong></td>
</tr>
<tr>
<td><strong>ART 102</strong></td>
<td><strong>MATHMATICS 260</strong></td>
</tr>
<tr>
<td><strong>3.00 UNITS</strong></td>
<td><strong>5.00 UNITS</strong></td>
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<tr>
<td><strong>SURVEY OF ART HISTORY II (UC:CSU)</strong></td>
<td><strong>PRE-CALCULUS (UC:CSU)</strong></td>
</tr>
<tr>
<td><strong>3.00 UNITS</strong></td>
<td><strong>6025 lec 1:30 - 5:15pm MTWTh F. FARIDPAK CV8</strong></td>
</tr>
<tr>
<td>6007 lec 12:30 - 2:30pm MTW T.G. LYCHKOFF GHS</td>
<td><strong>NOTE: Course offered at LAHC; requires student assessment for placement into course</strong></td>
</tr>
<tr>
<td><strong>PALOS VERDES PENINSULA HIGH SCHOOL</strong></td>
<td><strong>MUSIC 101</strong></td>
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<tr>
<td></td>
<td><strong>FUNDAMENTALS OF MUSIC (UC:CSU)</strong></td>
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<td></td>
<td><strong>3.00 UNITS</strong></td>
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<td></td>
<td>6012 lec 10:10-12:10pm MTWTh A. CHANG NHS</td>
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<td><strong>PSYCHOLOGY 001</strong></td>
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<tr>
<td></td>
<td><strong>GENERAL PSYCHOLOGY I (UC:CSU)</strong></td>
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<td></td>
<td><strong>3.00 UNITS</strong></td>
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<td></td>
<td>6018 lec 8:00 -10:05 a.m. MTWTh M.F. MALLARI NHS</td>
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<td><strong>POST SECONDARY EDUCATION: THE SCOPE OF CAREER PLANNING (CSU)</strong></td>
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<td><strong>PERSONAL DEVELOPMENT 020</strong></td>
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<td></td>
<td><strong>3.00 UNITS</strong></td>
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<td></td>
<td>6013 lec 8:00 a.m.- 9:25 p.m. MTWTh A. RADOVIC NHS</td>
</tr>
</tbody>
</table>

As this is a dynamic and growing program, there may be changes to the outreach schedule. Please see our online listings for updates/corrections prior to summer courses starting at www.lahc.edu
Our cover story:

**One of Harbor College’s Successes**

**Tolu Daramola**

Tolu Daramola is graduating this spring – with both her AA (Associate of Arts) from Harbor College and her high school diploma from the Harbor Teacher Prep Academy, in partnership with LA Harbor College. A Gardena native, the 17-year old extends thanks to Harbor College and the innovative HTPA for the head start on her goal of becoming a teacher. Her next step will be transferring to a four-year college, either UC Irvine or UC Santa Barbara.

Tolu attributes her poise to the Harbor College Fire Academy, where she is the Chief Cadet. “The Fire Academy really helped with my confidence. I learned how to present myself appropriately and positively from my classes there.”

She is the student government leader at the HTPA, and was a finalist out of 900 students for the POSSE Scholarship. The POSSE Foundation trains students to help promote cross-cultural communication on campus.

“All of the teachers are here to support you. The staff is really there to support you. The college counselors and staff are there to support you. The professors are willing to help you if you’re curious or don’t understand your work. If you’re feeling behind, talk to your professor; they are approachable. Go for goals that are acquirable.”
ACCOUNTING 021  3.00 Units
BOOKKEEPING AND ACCOUNTING I (UC:CSU)
Prerequisite or corequisite: Business 38. Accounting 21 and 22 together are equivalent to Accounting 1. Concurrent enrollment in Accounting 21 and 22 is not permitted.
This course is the first half of Accounting 1. The complete Accounting cycle is covered including work with special journals, general ledger, accounts, trial balances, work sheets, income statements, balance sheets, adjusting entries, and closing entries.

0895 lec 11:10 - 2:15pm M W A.U. AHMED BU 107
Late Start Class - Starts 10/27/08, Ends 12/20/08

ACCOUNTING 022  3.00 Units
BOOKKEEPING AND ACCOUNTING II (UC:CSU)
Accounting 21 and 22 together are equivalent to Accounting 1. Concurrent enrollment in Accounting 21 and 22 is not permitted.
This course is the second half of Accounting 1. It includes a study of the voucher system, payroll accounting, depreciation, inventory valuation, bad debts, notes and interest.

Evening Class
3035 lec 3:50 - 6:55pm M W J.E. WORLEY BU 107
Late Start Class - Starts 10/27/08, Ends 12/20/08

ACCOUNTING 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

Sec. # Times Days Instructor Room

How to Read Schedule Listings
Course Name, Number, Title & number of units.
Course Description including any prerequisites.
Section number, class meeting times, meeting days, Instructor & Room.
M=Monday, T=Tuesday, W=Wednesday, Th=Thursday, F=Friday, Sa=Saturday, Su=Sunday
Evening Classes are denoted in Bold.
Special course information or meeting dates.
ADMINISTRATION OF JUSTICE
Division Chair: Brad Young, 233-4065, youngbj@lahc.edu

ADMINISTRATION OF JUSTICE 001 3.00 Units
INTRODUCTION TO ADMINISTRATION OF JUSTICE (UC:CSU)
Law enforcement: History, organization, jurisdiction and professional opportunities.
0710 lec 8:00 - 9:25am M W J. ULRICH B 11
Evening Classes
3521 lec 6:55 - 10:05pm Th R. BARTLETT B 11
3539 lec 3:30 - 6:30pm M W J.S. KRUPA B 11
Late Start Class - Starts 10/27/08, Ends 12/20/08
Outreach Class
6066 lec 3:00 - 5:05pm M W C.H. GRACIANO GHS
13 Week Class - Starts 9/15/08, Ends 12/10/08
Internet Class
7680 lec 3:10 hrs/wk TBA - H.N. SIEGEL INTERNET
Contact professorkinrade@verizon.net as soon as you register.

ADMINISTRATION OF JUSTICE 002 3.00 Units
CONCEPTS OF CRIMINAL LAW (UC:CSU)
Historical development and current application of criminal law and related constitutional provisions. Focus is on major crimes against the person and against property. Capacity to commit crimes and affirmative defenses are also covered.
0755 lec 8:00 - 9:25am T Th M.C. KINRADE B 11
Evening Class
3523 lec 6:45 - 9:55pm M M. ENGQUIST B 11
Outreach Class
6065 lec 3:15 - 5:20pm T Th C.H. GRACIANO GHS
13 Week Class - Starts 9/16/08, Ends 12/11/08

ADMINISTRATION OF JUSTICE 006 3.00 Units
PATROL PROCEDURES (CSU)
This course includes responsibilities, techniques and methods of police patrol.
0754 lec 11:10 - 12:35pm M W W. GRAVES B 11
Evening Class
3520 lec 6:45 - 9:55pm W M.R. REID B 11

ADMINISTRATION OF JUSTICE 008 3.00 Units
JUVENILE PROCEDURES (CSU)
Organization, functions, and jurisdiction of juvenile agencies, the processing and detention of juveniles, juvenile case disposition, juvenile statutes, and court procedures.
0757 lec 11:10 - 12:35pm T Th M.C. KINRADE B 11
Internet Class
7662 lec 3:10 hrs/wk TBA - M.C. KINRADE INTERNET
Contact professorkinrade@verizon.net as soon as you register.

ADMINISTRATION OF JUSTICE 014 3.00 Units
REPORT WRITING FOR PEACE OFFICERS (CSU)
The study of and practice in various types of technical writing commonly used in police agencies.
0760 lec 8:00 - 9:25am M W STAFF B 11

ADMINISTRATION OF JUSTICE 016 3.00 Units
RECRUITMENT SELECTION PROCESS (CSU)
This course provides an in-depth coverage of the legal selection designed to assist students with employment in a law enforcement agency. Written, oral and physical examinations are covered. 0762 lec 9:35 - 11:00am M W J. ULRICH B 11
Evening Class
3522 lec 6:55 - 10:05pm M R. BARTLETT B 13

ADMINISTRATION OF JUSTICE 037 3.00 Units
CALIFORNIA CRIMINAL PROCEDURES I (CSU)
This course includes a study of the history and organization of court systems, jurisdiction, arrest, search and seizure, bail, complaints and extradition.
0711 lec 12:45 - 2:10pm T Th M. REID B 11

ADMINISTRATION OF JUSTICE 086 3.00 Units
ISSUES IN LAW ENFORCEMENT
0714 lec 9:35 - 11:00am T Th STAFF B 11

ADMINISTRATION OF JUSTICE 185 1.00 Units
DIRECTED STUDY - ADMINISTRATION OF JUSTICE (CSU) (RPT 2)
7503 lec 0:30 hrs/wk TBA - B.J. YOUNG B 11
& lec 0:25 hrs/wk TBA - B.J. YOUNG INTERNET
Web enhanced course, requires internet access and an email account.

Administration of Justice Program
Lock In Your future With a Promising career
- Police Officer
- Probation Officer
- Security Officer
- Correctional Officer
- Investigator
- Military Police
CALL 310-233-4065

www.lahc.edu
Course Offerings 29
ADMINISTRATION OF JUSTICE 285  2.00 Units
DIRECTED STUDY - ADMINISTRATION OF JUSTICE
7504 lec  1.00 hrs/wk TBA - B. J. YOUNG B 11
& lec  0.50 hrs/wk TBA - B. J. YOUNG INTERNET
Web enhanced course, requires internet access and an email account.

ADMINISTRATION OF JUSTICE 321  2.00 Units
P.C. 832 ARREST COURSE
This course covers information regarding powers of arrest, search and seizure for Peace Officers with limited powers. When certified, this course satisfies the curriculum requirements for Peace Officer Standards & Training P.C. 832 Arrest Course. Contact Administration of Justice office at 310-233-4065 for inquiries.
0713 lec  2.05 hrs/wk TBA - R. BARTLETT TBA

ADMINISTRATION OF JUSTICE 385  3.00 Units
DIRECTED STUDY - ADMINISTRATION OF JUSTICE (CSU)
7505 lec  1.30 hrs/wk TBA - B. J. YOUNG B 11
& lec  1.20 hrs/wk TBA - B. J. YOUNG INTERNET
Web enhanced course, requires internet access and an email account.

ADMINISTRATION OF JUSTICE 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm F  J. I. NARANJO OV2
Evening Classes
****  5:30 – 6:35pm T  J. I. NARANJO OV2
****  5:30 – 6:35pm W  J. I. NARANJO OV2

ANTHROPOLOGY
Division Chair: Bradl Young, 233-4065, youngbj@lahc.edu

ANTHROPOLOGY 101  3.00 Units
HUMAN BIOLOGICAL EVOLUTION (UC:CSU)
Human evolution and variability of both our fossil ancestors and current populations.
0100 lec  12:45 - 2:00pm M W  J. RIGBY GC 106
Evening Class
3000 lec  6:55 - 10:05pm Th  M. WOMACK GC 106

ANTHROPOLOGY 102  3.00 Units
HUMAN WAYS OF LIFE: CULTURAL ANTHROPOLOGY (UC:CSU)
Survey of world’s cultures and institutions - language, marriage, and religion.
0101 lec  11:10 - 12:35pm M W  B. T. GALLARDO GC 108
0102 lec  11:10 - 12:35pm T Th  B. T. GALLARDO GC 108
Evening Class
3001 lec  6:55 - 10:05pm T  D. CHEETHAM GC 106
4901 lec  5:45 - 7:50pm T  M. D. REDDICK GC 208
& lec  8:00 - 10:05am S  M. D. REDDICK GC 208
& lec  2:25 hrs/wk TBA - M. D. REDDICK GC 208
PACE class - Starts 9/2/08, Ends 10/25/08
4925 lec  5:45 - 7:50pm W  M. D. REDDICK GC 202
& lec  8:00 - 10:05am S  M. D. REDDICK GC 202
& lec  2:25 hrs/wk TBA - M. D. REDDICK GC 202
PACE class - Starts 9/9/08, Ends 12/20/08
4937 lec  5:45 - 7:50pm T  M. D. REDDICK GC 202
& lec  7:55 - 10:00am S  M. D. REDDICK GC 202
& lec  2:25 hrs/wk TBA - M. D. REDDICK GC 202
PACE class - Starts 10/28/08, Ends 12/20/08
Outreach Class
6004 lec  6:30 - 10:35pm T  M. WOMACK PVP HS
13 Week Class - Starts 9/18/08, Ends 12/11/06

ANATOMY
Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

ANATOMY 001L  0.00 Units
INTRODUCTION TO HUMAN ANATOMY L (UC:CSU)
Concurrent enrollment in lecture and laboratory section is required. Study of structures of the human body. Cat dissection may be used to compare to man. A materials fee of $20.00 is required.
0650 lab  11:10 - 2:00pm T  T. G. MCCORD SCI 106
0651 lab  11:10 - 2:00pm Th  T. G. MCCORD SCI 106
0652 lab  1:05 - 4:15pm W  T. G. MCCORD SCI 106
0653 lab  8:00 - 11:10am T  D. A. GAYLE SCI 106
0654 lab  2:30 - 5:40pm Th  C. L. COUROUX SCI 106
Evening Classes
3472 lab  6:55 - 10:05pm W  K. A. HILLGER SCI 106
3504 lab  6:55 - 10:05pm Th  B. WADE SCI 106
Saturday Class
7007 lab  8:00 - 11:10am S  K. A. HILLGER SCI 106

ANATOMY 001U  4.00 Units
INTRODUCTION TO HUMAN ANATOMY U (UC:CSU)
Concurrent enrollment in lecture and laboratory section is required. Study of structures of the human body. Cat dissection may be used to compare to man.
0655 lec  9:35 - 11:00am T Th  T. G. MCCORD SCI 112
0659 lec  11:10 - 12:35pm M W  D. M. CARR SCI 112
Evening Class
3470 lec  6:55 - 10:05pm T  B. LETVIN SCI 112

ARCHITECTURE
Division Chair: Mark Wood, 310-233-4425, woodmd@lahc.edu
Department Chair: Michael Song 310-233-4167, songm@lahc.edu

ARCHITECTURE 121  2.00 Units
FREEHAND DRAWING I (UC:CSU) (RPT 1)
Freehand drawing that concentrates on architectural form, using black and white media. Students are required to provide $15 worth of instructional and other materials in order to complete this class.
0380 lec  11:10 - 1:05pm TTh  M. SONG T 111
& lab  10:40 - 1:50pm F  M. SONG T 111
ARCHITECTURE 132 3.00 Units
ARCHITECTURAL HISTORY I: PREHISTORY TO THE MIDDLE AGES (UC:CSU)
The development of architecture from prehistoric times to the beginning of the Renaissance. The following influences are emphasized in the shaping of architecture: Geographical, geological, climatic, religious social and historical. (Same as Art 137 (3) UC:CSU)
0316 lec 9:35 - 11:00am T Th N.K. BAKHOUM T 110
& lab 3:20 - 5:20pm T Th M. SONG T 111

ARCHITECTURE 160 3.00 Units
COMPUTERS FOR DESIGNERS (CSU) (RPT 3)
Concurrent enrollment in Architecture 42 or 181. Introductory course aimed at graphic, environmental and industrial designers. Emphasis on how designers can optimize and understand the role of digital medium in today's design industry. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0310 lec 2:20 - 3:20pm T Th B. ONG T 111
& lab 3:20 - 5:20pm T Th M. SONG T 111

ARCHITECTURE 161 2.00 Units
INTRODUCTION TO COMPUTER-AIDED ARCHITECTURAL DESIGN (RPT 1)
Prerequisite and/or corequisite: Architecture 172
The study of construction documents and its production by way of CAD. Short cut methods and office standards are used as a base. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0321 lec 5:45 - 6:50pm M M. SONG T 111
& lab 6:50 - 9:15pm M M. SONG T 111

ARCHITECTURE 162 3.00 Units
COMPUTER-AIDED DESIGN AND DRAFTING (CSU)
(RPT 1)
Prerequisite and/or corequisite: Architecture 161 and 273.
This course is a further study of construction documents and presentation drawings via CAD. $15 lab fee required. Students enrolling in this class will benefit from enrolling in Architecture 42 or 181.
Evening Class
3223 lec 5:45 - 6:50pm M M. SONG T 111
& lab 6:50 - 9:55pm M M. SONG T 111
& lab 2:05 hrs/wk TBA - M. SONG T 111

ARCHITECTURE 170 2.00 Units
BEGINNING ARCHITECTURE DRAFTING (CSU)
An introduction to graphics for students with no drafting knowledge. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0313 lec 9:00 - 11:00am M W N.R. BAKHOUM T 111
Evening Class
3246 lec 6:55 - 8:05pm T Th M. SONG T 111
& lab 8:05 - 9:10pm T Th M. SONG T 111

ARCHITECTURE 171 2.00 Units
ARCHITECTURE DETAILING (CSU)
Prerequisite: Architecture 170 or one semester of high school or college drafting.
Architectural detailing practices and principles are covered for light frame construction. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0314 lec 9:00 - 9:30am M W N.R. BAKHOUM T 111
& lab 9:30 - 11:00am M W N.R. BAKHOUM T 111
Evening Class
3226 lec 5:45 - 6:50pm W N.R. BAKHOUM T 111
& lab 6:50 - 10:00pm W N.R. BAKHOUM T 111

ARCHITECTURE 172 3.00 Units
ARCHITECTURAL DRAWING I (UC:CSU)
Prerequisite or corequisite: Architecture 170.
Basic architectural drafting dealing with wood frame construction via construction documents. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0318 lec 11:10 - 11:40pm T Th M. SONG T 111
& lab 11:40 - 2:10pm T Th M. SONG T 111

ARCHITECTURE 173 3.00 Units
ARCHITECTURAL DRAWING II (CSU)
Prerequisite: Architecture 172.
Further development of drafting skills and the fundamental use of materials in construction, with emphasis on building codes. Hillside and multi-story construction are emphasized. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0325 lec 1:05 hrs/wk TBA - M. SONG T 111

ARCHITECTURE 181 0.50 Units
COMPUTER AIDED DESIGN LABORATORY (CSU) (RPT 3)
Evening Classes
3220 lab 5:45 - 6:50pm T Th M. SONG T 111

ARCHITECTURE 185 1.00 Units
DIRECTED STUDY - ARCHITECTURE (CSU) (RPT 2)
0325 lec 1:05 hrs/wk TBA - M. SONG T 111

ARCHITECTURE 202 3.00 Units
ARCHITECTURAL DESIGN II (UC:CSU)
Prerequisite: Architecture 201.
Architectural problem solving, applying to theory of space, form and vision. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0317 lec 11:10 - 11:40am M W O.A. WAKITA T 111
& lab 11:40 - 2:20pm M W O.A. WAKITA T 111

ARCHITECTURE 222 3.00 Units
BEGINNING ARCHITECTURAL GRAPHICS (CSU)
Graphic communication techniques using a variety of media applied to methods of presenting information and graphic design. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0346 lec 2:20 - 3:20pm TTh STAFF T 111
& lab 3:30 - 5:40pm T Th M. SONG T 111

LAST DAY TO DROP FULL-TERM CLASSES WITH A REFUND SEP. 15, 2008

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**ARCHITECTURE 261** 3.00 Units  
**COMPUTER-AIDED DESIGN FOR ARCHITECTURE I (CSU)** (RPT 1)  
Prerequisite: Architecture 161. In this course students learn three-dimensional techniques using 3D Studio Max. Polygonal and solid modeling are covered. Other soft wares are explored such as Autocad and Sketch Up. $15 lab fee required.  
0356 lec 2:20 - 2:50pm M W M. SONG T 111  
& lab 2:55 - 5:25pm M W M. SONG T 111

**ARCHITECTURE 262** 3.00 Units  
**COMPUTER-AIDED DESIGN FOR ARCHITECTURE II (CSU)** (RPT 2)  
Prerequisite: Architecture 161. In this course students learn advanced three-dimensional concepts in making computer aided drawings. Drawings are constructed using microcomputer with appropriate software such as Autocad and Form Z Studio Max. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.  
0357 lec 2:20 - 2:50pm M W M. SONG T 111  
& lab 2:55 - 5:25pm M W M. SONG T 111

**ARCHITECTURE 272** 3.00 Units  
**ARCHITECTURE DRAWING IV (CSU)**  
Prerequisite: Architecture 271.  
Students will benefit more from the class if they have completed Architecture 6. The design construction of steel buildings is studied with wood as a secondary system. Special code requirements and drawing convention as it relates to steel construction are emphasized. $15.00 lab fee.  
Evening Class  
3224 lec 6:55 - 8:00pm T Th M. SONG T 111  
& lab 8:05 - 10:10pm T Th M. SONG T 111

**ARCHITECTURE 285** 2.00 Units  
**DIRECTED STUDY - ARCHITECTURE (CSU)**  
0326 lec 2:05 hrs/wk TBA - M. SONG T 111

**ARCHITECTURE 385** 3.00 Units  
**DIRECTED STUDY - ARCHITECTURE**  
0327 lec 3:10 hrs/wk TBA - M. SONG T 111

**ENVIRONMENTAL DESIGN 101** 3.00 Units  
**ENVIRONMENTAL DESIGN**  
Covers form and composition through two and three-dimensional drawing media. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.  
0345 lab 11:10 - 1:40pm M W O.A. WAKITA TBA  
Evening Classes  
3222 lec 6:55 - 8:00pm M W O.A. WAKITA T 111  
& lab 8:05 - 10:05pm M W N.R. BAKHOU M T 111

**ARCHITECTURE 911, 921, 931, 941** 1-4 Units  
**COOPERATIVE EDUCATION (CSU)** RPT 3  
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.  
**** 12:45 – 1:50pm F J.I. NARANJO OV2  
Evening Classes  
**** 5:30 – 6:35pm T J.I. NARANJO OV2  
**** 5:30 – 6:35pm W J.I. NARANJO OV2

**ART**  
Division Chair: Mark Wood, 310-233-4425, woodmd@lahc.edu  
Department Chair: Jay McCafferty, 310-233-4412

**ART 101** 3.00 Units  
**SURVEY OF ART HISTORY I (UC:CSU)**  
Survey of Art History from Prehistory through the Gothic Period.  
0312 lec 3:20 - 6:40pm Th J.A. FREEDMAN MU 134  
0330 lec 9:35 - 11:00am T Th G.D. JACOBS MU 107  
**** lec 9:35 - 11:00am T Th G.D. JACOBS MU 107  
Honors Course. See honors counselor for approval to enroll in this class.

**ART 102** 3.00 Units  
**SURVEY OF ART HISTORY II (UC:CSU)**  
The visual arts of the Western World from Renaissance to the Twentieth Century.  
0334 lec 11:10 - 12:35pm T Th G.D. JACOBS MU 101  
Evening Class  
3236 lec 6:45 - 10:05pm Th J.A. FREEDMAN MU 134  
4922 lec 7:55 - 10:00pm W L.R. LIPTON GC 103  
& lec 10:15 - 12:20pm S L.R. LIPTON GC 103  
& lec 2:25 hrs/wk TBA - L.R. LIPTON GC 103  
PACE class, Starts 10/29/08, ends 12/20/08  
4926 lec 7:55 - 10:00pm W L.R. LIPTON GC 101  
& lec 10:15 - 12:20pm S L.R. LIPTON GC 101  
& lec 2:25 hrs/wk TBA - L.R. LIPTON GC 101  
PACE class, Starts 9/3/08, Ends 10/25/08

“**My time at Harbor College has been productive and I have learned about myself and others. I’m ready to move forward a career in the film industry, thanks to Harbor College.**”  
—Carlos Ramirez, ASO President, Film Major
ART 103 3.00 Units
ART APPRECIATION I (UC:CSU)
This course is designed to develop a student's understanding and appreciation of art and the artistic process.
0332 lec 12:45 - 2:10pm M W J.D. MCCAFFERTY MU 134
0333 lec 12:45 - 2:10pm T Th D. JENNINGS MU 138
0341 lec 9:00 - 12:05pm T Th L.F. GREENBERG TBA
Late Start Class - Starts 10/27/08, Ends 12/20/08

Internet Class
7644 lec 3:10 hrs/wk TBA - J.A. FREEDMAN INTERNET
Contact freedmja@hotmail.com as soon as you register.

ART 185 1.00 Units
DIRECTED STUDY - ART HONORS (CSU) (RPT 2)
This course allows the student to pursue further study in an art area of their choice. They will set their own goals and work under the direction of a supervising instructor.
*UC credit may be granted by petition after transfer.
1328 lec 1:05 hrs/wk TBA - J.S. ABARBANEL LRC 203

ART 201 3.00 Units
DRAWING I (UC:CSU)
Recommended: concurrent enrollment in Art 501.
A fundamental course in drawing. Problems in drawing basic forms from nature, using pencil, charcoal, ink, and wash media.
0331 lec 9:35 - 10:40am T Th C.K. ANTRIM FA 107
& lab 10:40 - 11:45am T Th C.K. ANTRIM FA 107
1305 lec 11:10 - 12:15pm M W L.J. TERRY FA 107
& lab 12:25 - 1:30pm M W L.J. TERRY FA 107

ART 202 3.00 Units
DRAWING II (UC:CSU)
Prerequisite: Art 201.
1301 lec 9:35 - 10:40am T Th C.K. ANTRIM FA 107
& lab 10:40 - 11:45am T Th C.K. ANTRIM FA 107
1306 lec 11:10 - 12:15pm M W L.J. TERRY FA 107
& lab 12:15 - 1:20pm M W L.J. TERRY FA 107

ART 204 3.00 Units
LIFE DRAWING I (UC:CSU)
Recommended prerequisite: Art 201 and 501.
A beginning course in figure anatomy; drawing directly from the live model.
Evening Class
3273 lec 5:45 - 7:50pm M R.E. LINDEN FA 107
& lab 8:00 - 10:05pm M R.E. LINDEN FA 107

ART 205 3.00 Units
LIFE DRAWING II (UC:CSU)
Prerequisite: Art 204.
Evening Class
3274 lec 5:45 - 7:50pm M R.E. LINDEN FA 107
& lab 8:00 - 10:05pm M R.E. LINDEN FA 107

ART 206 3.00 Units
LIFE DRAWING III (UC:CSU)
Prerequisite: Art 205.
Evening Class
3275 lec 5:45 - 7:50pm M STAFF FA 107
& lab 8:00 - 10:05pm M STAFF FA 107

ART 207 3.00 Units
LIFE DRAWING IV (UC:CSU)
Prerequisite: Art 206.
Evening Class
3276 lec 5:45 - 7:50pm M STAFF FA 107
& lab 8:00 - 10:05pm M STAFF FA 107

ART 300 3.00 Units
INTRODUCTION TO PAINTING (UC:CSU)
Prerequisite or Corequisite: Art 501 or equivalent.
An introduction to basic painting problems.
Evening Classes
3361 lec 5:45 - 7:50pm T R.E. LINDEN FA 107
& lab 7:55 - 10:05pm T R.E. LINDEN FA 107
3810 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107
& lab 8:00 - 10:05pm W C.K. ANTRIM FA 107

ART 301 3.00 Units
WATERCOLOR PAINTING I (UC:CSU)
Prerequisite: Art 300.
Beginning instruction in watercolor painting.
Evening Classes
3221 lec 5:45 - 7:50pm T R.E. LINDEN FA 107
& lab 7:55 - 10:05pm T R.E. LINDEN FA 107
3811 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107
& lab 8:00 - 10:05pm W C.K. ANTRIM FA 107

ART 302 3.00 Units
WATERCOLOR PAINTING II (UC:CSU)
Prerequisite: Art 301.
Evening Classes
3812 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107
& lab 8:00 - 10:05pm W C.K. ANTRIM FA 107
3813 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107
& lab 8:00 - 10:05pm W C.K. ANTRIM FA 107

ART 304 3.00 Units
ACRYLIC PAINTING I (UC:CSU)
Prerequisite: Art 300.
Evening Classes
3358 lec 5:45 - 7:50pm T R.E. LINDEN FA 107
& lab 7:55 - 10:05pm T R.E. LINDEN FA 107
3814 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107
& lab 8:00 - 10:05pm W C.K. ANTRIM FA 107

ART 305 3.00 Units
ACRYLIC PAINTING II (UC:CSU)
Prerequisite: Art 304.
Continuation of Art 304, with emphasis on personal exploration and experimentation.
Evening Classes
3359 lec 5:45 - 7:50pm T R.E. LINDEN FA 107
& lab 7:55 - 10:05pm T R.E. LINDEN FA 107
3815 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107
& lab 8:00 - 10:05pm W C.K. ANTRIM FA 107
Honors Transfer Program

The Honors Transfer Program is a cooperative effort between Los Angeles Harbor College and the following universities: UCLA, UCI, UCR, UCSC, CSUF, Pitzer College, Pomona College, Chapman University, Occidental College, Loyola Marymount and La Sierra University. It is intended to serve students interested in a challenging curriculum designed to prepare them for transfer. Students who complete the honors curriculum, and preparation for their major (with at least a 3.1 GPA), will receive:

1. Guaranteed priority admission to UCLA School of Letters and Sciences. (Students interested in Fine Arts and Engineering majors at UCLA may also participate in the HTP and will be given special consideration by UCLA when applying.) UCSC, UCR and UCI also given priority admission.

2. Priority consideration given by Pomona College (requires 3.5 GPA), Chapman University, La Sierra University, Occidental College (requires 3.25 GPA) and Pitzer College requires 3.5 GPA).

Whitman College and Pacific University provide scholarships. CSULB, CSUF, San Diego State, La Sierra University, Chapman, CSUP, UCLA, UCI, UCR and UCD offer admission to the University Honors Programs.

Benefits of the Honors Program
- Enriched coursework designed in cooperation with university faculty
- Specialized academic and personal counseling
- Admission preference over all students applying to the participating universities
- Inexpensive, high quality instruction
- Designated scholarships for Honors Transfer students

This program is also beneficial for students who plan to transfer to any other four year institution. Qualified students may elect to take Honors classes without being in the Honors Program. Interested students should contact the Honors Counselor to determine eligibility. Please call 310-233-4038 or e-mail Yvonne Pueblos at puebloyu@lahc.edu.

FALL 2008

Honors Course Offerings

Art 101
English 101
History 1

Please see the honors counselor for approval to enroll in these courses. Other courses may be taken for honors credit by contract.

Requirements
- Completion of preparation in the major
- Completion of six honors courses
- Completion of all lower division breadth curriculum or IGETC
- Completion of a minimum of a 3.1 GPA or higher as required by the transfer institutions

Yvonne Pueblos
Honors Counselor
310.233.4038
puebloyu@lahc.edu
Administration Rm. 130

Contact Mrs. Pueblos for more information about the program or to set up an appointment today!
ART 306
ACRYLIC PAINTING III (UC:CSU)
Prerequisite: Art 305.
The creative exploration of acrylic paints in studying still life, landscape and the human figure.

Evening Classes
3359 lec 5:45 - 7:50pm T R.E. LINDEN FA 107 & lab 8:00 - 10:05pm T R.E. LINDEN FA 107
3816 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107 & lab 8:00 - 10:05pm W C.K. ANTRIM FA 107

ART 310
BEGINNING OIL PAINTING (UC:CSU)
Prerequisite: Art 300.

Evening Classes
3239 lec 5:45 - 6:50pm T R.E. LINDEN FA 107 & lab 6:55 - 10:05pm T R.E. LINDEN FA 107
3817 lec 5:45 - 6:50pm W C.K. ANTRIM FA 107 & lab 6:55 - 10:05pm W C.K. ANTRIM FA 107

ART 311
INTERMEDIATE OIL PAINTING (UC:CSU)
Prerequisite: Art 310.

Evening Classes
3240 lec 5:45 - 6:50pm T R.E. LINDEN FA 107 & lab 6:55 - 10:05pm T R.E. LINDEN FA 107
3818 lec 5:45 - 6:50pm W C.K. ANTRIM FA 107 & lab 6:55 - 10:05pm W C.K. ANTRIM FA 107

ART 312
ADVANCED OIL PAINTING (UC:CSU)
Prerequisite: Art 311.

Evening Class
3819 lec 5:45 - 7:50pm W C.K. ANTRIM FA 107 & lab 8:00 - 10:05pm W C.K. ANTRIM FA 107

ART 385
DIRECTED STUDY - ART HONORS (UC:CSU)
*UC credit may be granted by petition after transfer.

Evening Class
0347 lec 11:10 - 12:35pm T Th J.D. MCCAFFERTY FA 108 & lab 12:05 - 2:25pm T Th J.S. ABARBANEL MU 141

ART 501
BEGINNING TWO-DIMENSIONAL DESIGN (UC:CSU)
Recommended corequisite: Art 201.
Introduction to basic concepts of composition and color.

Evening Classes

ART 637
PRESENTATION GRAPHICS
Students learn to prepare and optimize images, design and create layouts and interactive environments specific to a variety of audiences using Flash, Dreamweaver, Fireworks, Photoshop and Illustrator.

Evening Classes
3234 lec 3:55 - 5:00pm T Th J.S. ABARBANEL LRC 203 & lab 5:05 - 6:10pm T Th J.S. ABARBANEL LRC 203

ART 638
COMPUTER AIDED ART LABORATORY (RPT 3)
This course is designed to reinforce lecture topics presented in each computer-aided art course. It provides students with the opportunity to practice and apply concepts learned in lecture.

Evening Classes
0340 lab 3:10 hrs/wk TBA - J.S. ABARBANEL LRC 203

ART 639
INTRODUCTION TO DIGITAL IMAGING (CSU)
The day section of this course is taught using a MAC platform. The evening section of this course is taught using a PC platform. Introduction to digital imaging using Adobe Photoshop. Students learn to capture and manipulate all types of images in Photoshop for both print and other types of media formats.

Evening Classes
0353 lec 11:10 - 12:15pm M W J.S. ABARBANEL LRC 203 & lab 12:20 - 1:25pm M W J.S. ABARBANEL LRC 203

ART 706
CLAY SCULPTURE I (UC:CSU)
Prerequisites: Art 501 and 713.
Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.

Evening Classes
1330 lec 11:10 - 11:40am T Th J.D. MCCAFFERTY FA 108 & lab 11:50 - 1:15pm T Th J.D. MCCAFFERTY FA 108

ART 707
CLAY SCULPTURE II (UC:CSU)
Prerequisite: Art 706.
Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.

Evening Classes
3831 lec 5:45 - 6:50pm M W J.D. MCCAFFERTY FA 108 & lab 6:50 - 8:10pm M W J.D. MCCAFFERTY FA 108

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ART 712  
CERAMICS WORKSHOP (UC:CSU)  
2.00 Units  
Prerequisite: Art 714.  
Independent study in ceramics. Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.  
Evening Classes  
1332 lab 11:10 - 1:15pm T Th J.D. MCCAFFERTY FA 108

ART 713  
BEGINNING CERAMICS I (UC:CSU)  
2.00 Units  
Prerequisite: Art 501.  
Making things in clay: hand building, wheel throwing and glazing. Students are required to provide $9.00 worth of instructional materials in order to complete this class.  
Evening Classes  
1333 lab 11:10 - 1:15pm T Th J.D. MCCAFFERTY FA 108

ART 714  
BEGINNING CERAMICS II (UC:CSU)  
2.00 Units  
Prerequisite: Art 713.  
Ceramic materials design and production emphasizing glazes and kiln firing. Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.  
Evening Classes  
1334 lec 11:10 - 12:15pm T Th J.D. MCCAFFERTY FA 108

ART 715  
INTRODUCTION TO CRAFTS  
3.00 Units  
Prerequisite: Art 714. Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.  
Evening Classes  
1335 lec 11:10 - 12:15pm T Th J.D. MCCAFFERTY FA 108

ART 716  
CRAFTS WORKSHOP I  
3.00 Units  
Prerequisite: Art 715. Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.  
Evening Classes  
1336 lec 11:10 - 12:15pm T Th J.D. MCCAFFERTY FA 108

ART 717  
CRAFTS WORKSHOP II  
3.00 Units  
Prerequisite: Art 716.  
Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.  
Evening Classes  
1337 lec 11:10 - 12:15pm T Th J.D. MCCAFFERTY FA 108

ART 718  
CRAFTS WORKSHOP III (CSU)  
3.00 Units  
Prerequisite: Art 717.  
Students are required to provide $9.00 worth of instructional and other materials in order to complete this class.  
Evening Classes  
1338 lec 11:10 - 12:15pm T Th J.D. MCCAFFERTY FA 108

ART 931  
COOPERATIVE EDUCATION - ART (CSU) (RPT 3)  
3.00 Units  
0361 lec 11:10 - 12:35pm M W J.S. ABARBANEL LRC 203

ART 911, 921, 931, 941  
COOPERATIVE EDUCATION (CSU) RPT 3  
1-4 Units  
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.  
Evening Classes  
**** 12:45 – 1:50pm F J.I. NARANJO OV2

ASTRONOMY  
Division Chair: Lauren McKenzie, 233-4500, mckenzlj@lahc.edu

ASTRONOMY 001  
ELEMENTARY ASTRONOMY (UC:CSU)  
3.00 Units  
Recommended co-requisite: Astro 5. A study of early astronomy, the moon, sun planets, stellar origin and evolution, nebulae, galaxies, and cosmology.  
Evening Classes  
3370 lab 6:55 - 10:05pm Th R.F. WHITING AST 101
EOPS

Extended Opportunity Programs & Services may provide the following services to qualified students:

FLASH INTO SUCCESS

- Priority Registration
- Book Service (BOOKSTORE VOUCHER)
- Counseling: Academic, Personal & Career
- Financial Aid/Scholarships
  Information/Assistance
- Transfer Assistance/Fee Waiver
  (CSU & UC)
- Academic Support Workshops
- ASO & Parking Fee Waiver
- School Supplies (Backpack, USB Drive, Etc.)
- Study Skills, Counseling and EOPS
  Linked Classes
- CARE program for single parents
  receiving public assistance,
  Cash Grants & Gasoline Cards

LOS ANGELES HARBOR COLLEGE
1111 Figueroa Place • Wilmington, CA 90744
(310) 233-4265 (Located Cafe-104)
www.lahc.edu/eops
Astronomy 911, 921, 931, 941 1-4 Units

Cooperative Education (CSU) RPT 3

Earn college credit for your on-the-job experience. Consult with instructor to enroll.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0666</td>
<td>11:10 - 12:35pm</td>
<td>T</td>
<td>A.T. ESCANDON</td>
<td>SCI 107</td>
</tr>
<tr>
<td>0667</td>
<td>8:00 - 11:10am</td>
<td>T</td>
<td>B.W. SHUE</td>
<td>SCI 107</td>
</tr>
</tbody>
</table>

Evening Classes

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3473</td>
<td>5:20 - 6:45pm</td>
<td>M W</td>
<td>C.L. COUROUX</td>
<td>SCI 107</td>
</tr>
<tr>
<td>3474</td>
<td>6:55 - 10:05pm</td>
<td>T</td>
<td>T.W. GUINN</td>
<td>SCI 107</td>
</tr>
</tbody>
</table>

Internet Class

7670 lec 3:10 hrs/wk TBA  -  A.T. ESCANDON  INTERNET

This lecture is online. Students must enroll in any on-campus laboratory section (0667, 0668, 3494, 3496) The laboratory and exams will be held on-campus. Contact escandat@lahc.edu as soon as you register.

Biology 005 4.00 Units

Introduction to Human Biology (UC:CSU)

A lecture/laboratory course that introduces the student to basic biological principles and their relationship to humans. Also, a foundation course for students who will enter the Health Sciences. May fulfill requirements in programs such as Physicians’ Assistant, Human Services, Social Services, Home Health Care, and other Health related fields.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0661</td>
<td>9:35 - 11:00am</td>
<td>M W</td>
<td>M. NAGAYA</td>
<td>SCI 107</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>11:10 - 12:35pm</td>
<td>M W</td>
<td>M. NAGAYA</td>
<td>SCI 107</td>
</tr>
<tr>
<td>4938</td>
<td>7:55 - 10:00pm</td>
<td>Th</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>10:15 - 12:20pm</td>
<td>S</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>4:15 hrs/wk TBA  -</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
<td></td>
</tr>
</tbody>
</table>

For 4938 lec 7:55 - 10:00pm, students should contact the instructor to register for the laboratory section.

Biology 003 4.00 Units

Introduction to Biology (UC:CSU)

Not open to students who have credit in Botany 1 or Zoology 1. Concurrent enrollment in lecture and laboratory section is required. Laboratory study of major concepts of biology, cellular structure, function, and organization of living systems. A materials fee of $15.00 is required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0661</td>
<td>9:35 - 11:00am</td>
<td>M W</td>
<td>M. NAGAYA</td>
<td>SCI 107</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>11:10 - 12:35pm</td>
<td>M W</td>
<td>M. NAGAYA</td>
<td>SCI 107</td>
</tr>
<tr>
<td>4938</td>
<td>7:55 - 10:00pm</td>
<td>Th</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>10:15 - 12:20pm</td>
<td>S</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>4:15 hrs/wk TBA  -</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
<td></td>
</tr>
</tbody>
</table>

For 4938 lec 7:55 - 10:00pm, students should contact the instructor to register for the laboratory section.

Biology 005 4.00 Units

Introduction to Human Biology (UC:CSU)

Develops comprehensive medical vocabulary for careers in medical records, office assistance, transcription, and office administration.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0663</td>
<td>9:35 - 11:00am</td>
<td>M W</td>
<td>D.M. CARR</td>
<td>SCI 204</td>
</tr>
</tbody>
</table>

Evelning Class

3477 lec 6:50 - 10:00pm Th  D.M. CARR  SCI 204

Biology 033 3.00 Units

Medicine Terminology (CSU)

Develops comprehensive medical vocabulary for fields.

Recommended prerequisite to Anatomy 1 for students who have a minimal background in the life sciences.

<table>
<thead>
<tr>
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<th>Days</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0663</td>
<td>9:35 - 11:00am</td>
<td>M W</td>
<td>D.M. CARR</td>
<td>SCI 204</td>
</tr>
</tbody>
</table>

Biology 101 5.00 Units

Biodiversity and Environmental Biology (UC:CSU)

Prerequisite: Chemistry 101 or concurrent enrollment.

This is the first course of a three-credit lecture and laboratory sequence for Biology majors. It includes the scientific method, cell structure and function, organisms at and above the cellular level of organization, as well as morphology, systematics, ecology, and behavior. This course prepares students entering the fields of medicine, dentistry, pharmacy, public health, veterinary medicine, among others. A materials fee of $20.00 is required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0662</td>
<td>9:35 - 11:40am</td>
<td>T</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>12:00 - 1:05pm</td>
<td>T</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>1:05 - 3:10pm</td>
<td>T</td>
<td>S.E. YODER</td>
<td>SCI 103</td>
</tr>
</tbody>
</table>

Education Changes Everything

Fall 2008 Course Offerings

Los Angeles Harbor College
BUSINESS 001  3.00 Units
INTRODUCTION TO BUSINESS (UC:CSU)
This is a survey course. It introduces the student to the various technical specialties utilized in a business including: organization, marketing, finance, human resource management, production and much more. As the student is exposed to many different aspects of the world of business throughout the course, he or she also can begin to consider which areas represent potential careers. The course is required for the Business Certificate and Degree. All Business majors should take this course.

0905  lec  9:35 - 11:00am  T Th    S.C. SANDELL  BU 102
0906  lec  12:00 - 1:15pm  T Th    S.C. SANDELL  BU 102
Late Start Class Starts 10/27/08, Ends 12/20/08
0916  lec  8:00 - 9:25am  M W    S.C. SANDELL  BU 102
Evening Classes

Internet Class
7604  lec  3:10 hrs/wk  TBA -    J.L. LAURIN  INTERNET
Contact professorshay@roadrunner.com as soon as you register.

Outreach Class
6015  lec  3:15 - 5:20pm  M W    W.K. HOFFMAN  SPHS
Class Starts 9/15/08, Ends 12/14/08 – shade this section

BUSINESS 005  3.00 Units
BUSINESS LAW I (UC:CSU)
This course continues the study of legal principles of business and consumer transactions. Learn your rights in sales transactions, creditor and debtor relations, bankruptcy, partnerships, corporations, consumer protection, environmental regulations, and international law. This course is required for the Business Degree.

0904  lec  9:35 - 11:00am  M W    S.C. SANDELL  BU 102
0907  lec  11:10 - 12:35pm  T Th    S.C. SANDELL  BU 102
Evening Class
3045  lec  6:50 - 10:00pm  W    D.J. TRUTANICH  BU 102

BUSINESS 006  3.00 Units
BUSINESS LAW II (UC:CSU)
This course covers basic math applied to accounting, financial, and other business problems. It provides an awareness of the legal system as it is applied to employment, operating your own business or as an ordinary consumer. Learn about the legal system, crimes, torts, contracts, and banking. This course is required for the Business Degree.

0990  lec  11:10 - 12:35pm  M W    S.C. SANDELL  BU 102

BUSINESS 010  3.00 Units
FUNDAMENTALS OF TAX RETURN PREPARATION
This course introduces the fundamentals of Federal and California income tax laws. Assignments involve the completion of tax returns for individuals. This class is offered once a year.

Evening Class
3007  lec  5:00 - 5:50pm  T Th    STAFF  BU 102

BUSINESS 031  3.00 Units
BUSINESS ENGLISH
Word choice, sentence and paragraph construction, punctuation, spelling, and vocabulary are studied within the context of modern business communications.

Evening Class
3046  lec  6:50 - 10:00pm  T    N.T. HIXON  BU 102
Internet Class
7604  lec  3:10 hrs/wk  TBA -    J.L. LAURIN  INTERNET
Contact professorshay@roadrunner.com as soon as you register.

BUSINESS 032  3.00 Units
BUSINESS COMMUNICATIONS
Prerequisite: A grade of "C" or better in Business 21 or equivalent. Success in today's competitive, diverse and global business environment requires excellent communication and teamwork skills. This course will help students to solve problems, use various forms of written communication, collaborate with work teams and use technology to communicate.

Evening Class
3137  lec  5:40 - 7:45pm  T Th    J.L. LAURIN  BU 109
&   lab  7:55 - 10:00pm  T Th    J.L. LAURIN  BU 109
Internet Class
7618  lec  4:40 hrs/wk  TBA -    J.L. LAURIN  INTERNET
Contact professorshay@roadrunner.com as soon as you register.

BUSINESS 038  3.00 Units
BUSINESS COMPUTATIONS
This course covers basic math applied to accounting, financial, and other business problems.

0917  lec  8:00 - 9:25am  T Th    C.L. DAVIS  BU 109
Evening Classes
3047  lec  6:50 - 10:00pm  W    A.J. CAMPBELL  GC 106
Outreach Class
6031  lec  3:00 - 5:05pm  T Th    A.J. CAMPBELL  BHS
13 Week Class - Starts 9/16/08, Ends 12/11/08

Look for additional classes on our website! www.lahc.edu
24-hours a day!
BUSINESS 060 1.00 Units
TYPEWRITING FUNDAMENTALS
Beginning/introductory keyboarding class for computer users. No credit if taken by CAOT majors. Course should be taken by Business and CIS majors and those interested in taking courses on computers for word processing, spreadsheets, graphics, and desktop publishing.
0959 lab 3:10 hrs/wk TBA J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0992 lab 3:10 hrs/wk TBA L.L. UHARRETT BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
3092 lab 3:10 hrs/wk TBA D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

BUSINESS 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

CHEMISTRY

Division Chair: Lauren McKenzie, 233-4500, mckenzlj@lahc.edu

CHEMISTRY 065 4.00 Units
INTRODUCTORY GENERAL CHEMISTRY (UC:CSU)
Prerequisite: Completion of Math 123C with a grade of “C” or better or concurrent enrollment in Math 123C.
Not open for credit to students who have credit in Chemistry 101 or 55. An introductory course for science majors. This course serves as a prerequisite to Chemistry 101.
0462 lec 8:00 - 11:10am M M. KANTZ TR 101
& lab 8:00 - 9:10am W M. KANTZ PH 101
& lab 9:10 - 11:10am W M. KANTZ PH 101
Evening Class
3373 lec 5:20 - 6:45pm M W B.O. IBE TR 101
& lab 6:55 - 7:55pm M W B.O. IBE PH 101
& lab 7:55 - 10:05pm M W B.O. IBE PH 101

CHEMISTRY 066 5.00 Units
ORGANIC AND BIOCHEMISTRY FOR ALLIED HEALTH (CSU)
Prerequisite: Completion of Chemistry 65 and Math 123C with grades of “C” or better.
Topics include organic and biochemistry with emphasis on the role of chemistry in health and disease, as well as molecular diseases and metabolic abnormalities.
Evening Class
3375 lec 5:20 - 6:45pm T Th B.O. IBE PH 102
& lab 6:55 - 10:10pm T Th B.O. IBE PH 102

CHEMISTRY 101 5.00 Units
GENERAL CHEMISTRY I (UC:CSU)
Prerequisites: Completion of Chemistry 55 or 65 and Mathematics 123C with a grade of “C” or better. Preparation: eligibility for English 101, or concurrent enrollment in English 28.
Lecture and laboratory dealing with general principles of chemistry.
0466 lec 12:20 - 1:45pm T Th J.J. ARIAS PH 102
& lab 7:50 - 9:05am T Th J.J. ARIAS PH 102
Evening Class
3376 lec 5:20 - 6:45pm T Th K.F. HOUBEN PH 102
& lab 6:55 - 10:10pm T Th K.F. HOUBEN PH 102

CHEMISTRY 102 5.00 Units
GENERAL CHEMISTRY II (UC:CSU)
Prerequisite: Chemistry 101 with a grade of “C” or better.
Continuation of Chemistry 101; lab is qualitative inorganic analysis.
0466 lec 12:20 - 1:45pm T Th J.J. ARIAS PH 102
& lab 7:50 - 9:05am T Th J.J. ARIAS PH 102

CHEMISTRY 211 5.00 Units
ORGANIC CHEMISTRY FOR SCIENCE MAJORS I (UC:CSU)
Prerequisite: Completion of Chemistry 102 with a grade of “C” or better.
Introduction to structure, stereochemistry and reactions of carbon compounds.
Evening Class
3377 lec 5:20 - 6:45pm T Th B.O. IBE PH 106
& lab 6:55 - 10:05pm T Th B.O. IBE PH 101

Meet the Faculty:

Dr. Joachin J. Arias

Dr. Arias joined the Harbor College faculty in fall, ‘07. He was born and raised in East Los Angeles, and received his Doctorate in Chemistry at UCLA in 2001. In addition to teaching Chemistry, Dr. Arias works with the Stars 4 Kids program, an innovative program which introduces K-12 students to science and awakens them to the possibilities of space. Dr. Arias is also the Science Club Faculty Advisor.

“I believe in making education accessible to all students by providing them the resources they need in order to bring them to the current academic standards required by the schools in which they wish to transfer. In order to maximize academic success, both the instructor and the student must put in the effort required to transfer knowledge from the instructor to the student... School is like a bank, you get out of it what you put into it.”
CHEMISTRY 911, 921, 931, 941 1-4 Units

COORDERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

Evening Classes

**** 12:45 – 1:50pm F J.I. NARANJO OV2

**** 5:30 – 6:35pm T J.I. NARANJO OV2

**** 5:30 – 6:35pm W J.I. NARANJO OV2

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CHILD DEVELOPMENT

Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

CHILD DEVELOPMENT 001 3.00 Units
CHILD GROWTH AND DEVELOPMENT (UC:CSU)
The developmental theories from conception through adolescence. Physical, intellectual, social, emotional growth.
0690 lec 9:35 - 11:00am M W J.E. PARKER SCI 211

Evening Classes

3490 lec 6:50 - 10:00pm T D.D. GRIFFITH SCI 211
3491 lec 3:30 - 6:40pm T D.D. GRIFFITH SCI 211

4939 lec 7:55 - 10:00pm Th H.H. JENKINS GC 107
& lec 10:15 a.m. - 12:20pm S H.H. JENKINS GC 107
& lec 2:50 hrs/wk TBA - H.H. JENKINS GC 107
PACE class - Starts 10/30/08, Ends 12/20/08

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CHILD DEVELOPMENT 002 3.00 Units
EARLY CHILDDHOOD: PRINCIPLES AND PRACTICES
Recommended for those interested in professions involving children. Survey of preschool education, current philosophies and practices. Role of the teacher is emphasized.
0699 lec 9:35 - 11:00am M W D.D. GRIFFITH SCI 213

Evening Class

3492 lec 6:50 - 10:00pm M D.D. GRIFFITH SCI 211

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CHILD DEVELOPMENT 003 3.00 Units
CREATIVE EXPERIENCES FOR CHILDREN I
Philosophy of developing creative activities for preschool and middle years children is explored through hands-on experiences using numerous media. A materials fee of $25.00 is required.
0691 lec 9:00 - 12:45pm F C.A. BETTS SCI 201

Evening Classes

3503 lec 6:40 - 9:50pm T C.A. BETTS SCI 201

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CHILD DEVELOPMENT 004 3.00 Units
CREATIVE EXPERIENCES FOR CHILDREN II
A materials fee of $20.00 will be charged.
0694 lec 9:35 - 12:45pm T D.D. GRIFFITH SCI 211

Evening Classes

3497 lec 5:15 - 8:25pm Th D.D. GRIFFITH SCI 213

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CHILD DEVELOPMENT 005 3.00 Units
PUPPETRY I
Recommended for teachers and others working with young children. A materials fee of $20.00 will be charged.
0697 lec 2:00 - 5:10pm T J.E. PARKER SCI 201
CHILD DEVELOPMENT 010  3.00 Units
CHILD HEALTH
Recommended for those interested in working with young children in a normal
or special setting. Special health problems of young children are identified,
including child diseases. The following Red Cross certificates will be given: 1) CPR – Adult, Infant, and Child, 2) California Child Care Preventative Health and
Safety with EMSA (Emergency Medical Services Authority) Sticker 3) California
Child Care Pediatric First Aid.
0689  lec  11:10 - 12:35pm M W  C.F. WATSON  SCI 209

CHILD DEVELOPMENT 011  3.00 Units
HOME, SCHOOL, AND COMMUNITY RELATIONS
Survey of sociological, cultural and economic influences on children and family
life patterns.
0692  lec  9:35 - 11:00am M W  C.F. WATSON  SCI 209
Evening Class
3471  lec  7:00 - 10:10pm M  C.F. WATSON  SCI 211

CHILD DEVELOPMENT 012  3.00 Units
PARENT-TEACHER-CHILD INTERACTION (CSU)
Recommended preparation: Child Development 1 and 2.
Recommended for Child Development majors and others interested in teaching
children. Communication techniques are studied.
0696  lec  2:00 -  5:10pm Th  C.F. WATSON  SCI 209

CHILD DEVELOPMENT 022  4.00 Units
PRACTICUM IN CHILD DEVELOPMENT I
Prerequisites: Child Development 1, and 3 units from Child Development
3, or 4 with a grade of “C” or better; health exam; TB test.
0693  lec  12:45 - 1:50pm M W  C.F. WATSON  SCI 209
& lab  8:00 hrs/wk TBA -  C.F. WATSON  SCI 201
Evening Class
3495  lec  4:30 -  6:35pm M  C.F. WATSON  SCI 209
& lab  8:00 hrs/wk TBA -  C.F. WATSON  SCI 201

CHILD DEVELOPMENT 030  3.00 Units
INFANT AND TODDLER STUDIES I (CSU)
This course includes development from birth through 3 years. It provides information
on teaching techniques, curriculum development and implementation, principles
of caregiving, environmental design and observational opportunities.
Evening Class
3475  lec  5:00 -  8:20pm M  L.B. GRAY  SCI 213

CHILD DEVELOPMENT 036  1.00 Units
LITERATURE FOR EARLY CHILDHOOD (CSU)
Students will analyze traditional and contemporary literature to address issues
of diversity and development.
Saturday Class
7092  lec  8:30 -  5:00pm S  J.E. PARKER  SCI 201
or lec  8:30 -  5:00pm S  C.A. BETTS  SCI 211
Class meets 2 Saturdays: 10/11/08 and 10/25/08, 8:30am - 5pm.

CHILD DEVELOPMENT 038  3.00 Units
ADMINISTRATION & SUPERVISION OF EARLY
CHILDHOOD PROGRAMS I
Prerequisite: Child Development 1 and 2.
Evening Class
3499  lec  6:50 - 10:00pm T  D. HOLMES  SCI 213

CHILD DEVELOPMENT 039  3.00 Units
ADMINISTRATION & SUPERVISION OF EARLY
CHILDHOOD PROG II
Prerequisite: Child Development 1 and 2. Recommended: Child
Development 38.
Evening Class
3498  lec  6:55 - 10:05pm W  G.S. DAIMS  SCI 211

CHILD DEVELOPMENT 042  3.00 Units
THE CHILD IN A DIVERSE SOCIETY
Recommended: Child Development 11
This course is designed to enhance a teacher’s sensitivity to and knowledge
of cultural diversity. Meaningful curriculum activities and experiences will be
developed.
Evening Class
3500  lec  6:00 -  9:10pm Th  C.A. BETTS  SCI 211

CHILD DEVELOPMENT 045  3.00 Units
PROGRAMS FOR CHILDREN WITH SPECIAL NEEDS II
Recommended: Child Development 1 & 10, A survey course covering slow-learner
to gifted. For teacher aides and those who work with exceptional children.
Evening Class
3507  lec  3:30 -  6:40pm W  D.D. GRIFFITH  SCI 211

CHILD DEVELOPMENT 046  3.00 Units
SCHOOL AGE PROGRAMS I
Planning creative activities for elementary school children.
Evening Class
3505  lec  6:50 - 10:00pm W  N.A. MAZUREK  SCI 201

COOPERATIVE EDUCATION IN CHILD
DEVELOPMENT
Consult with the instructor to enroll in 2-4 units of Cooperative Education at one of
the following times during the first or second week of the semester.

CHILD DEVELOPMENT 911  1.00 Units
COOPERATIVE EDUCATION - CHILD DEVELOPMENT
(RPT 3)
Earn college credit for your on-the-job experience. Consult with instructor to
enroll in 1-4 units of Cooperative Education at one of the following times during
the first or second week of the semester.
9031  1:08 hrs/wk TBA -  C.A. BETTS  SCI 201

CHILD DEVELOPMENT 921  2.00 Units
COOPERATIVE EDUCATION - CHILD DEVELOPMENT
(RPT 3)
Earn college credit for your on-the-job experience in child development.
9032  lec  3:30 - 4:35pm Th  C.A. BETTS  SCI 201
& lec  15:00 hrs/wk TBA -  C.A. BETTS  SCI 201

CHILD DEVELOPMENT 931  3.00 Units
COOPERATIVE EDUCATION - CHILD DEVELOPMENT
(RPT 3)
Earn college credit for your on-the-job experience in child development.
9033  lec  5:30 - 6:35pm T  C.A. BETTS  SCI 201
or lec  3:30 - 4:35pm Th  C.A. BETTS  SCI 201
& lec  15:00 hrs/wk TBA -  C.A. BETTS  SCI 201

COOPERATIVE EDUCATION - CHILD
DEVELOPMENT
COOPERATIVE EDUCATION IN CHILD
DEVELOPMENT

Fall 2008 Course Offerings
CHILD DEVELOPMENT 941  4.00 Units
COOPERATIVE EDUCATION - CHILD DEVELOPMENT (RPT 3)
Earn college credit for your on-the-job experience in child development.
9035 lec  5:30 - 6:35pm  T  C.A. BETTS SCI 201
or  lec  3:30 - 4:35pm  Th  C.A. BETTS SCI 201
&  lec 20.00 hrs/wk TBA -  C.A. BETTS SCI 201

CHILD DEVELOPMENT 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm  F  J.I. NARANJO OV2
Evening Classes
****  5:30 – 6:35pm  T  J.I. NARANJO OV2
****  5:30 – 6:35pm  W  J.I. NARANJO OV2

**NEW CLASSES**

CINEMA

CINEMA 005  3.00 Units
INTRODUCTION TO SCREENWRITING (RPT 1)
0405 lec  2:00 – 6:05pm  M  J.I. HOPPENSTAND TBA

CINEMA 027
NON LINEAR EDITING
0406 lab  11:10 – 1:00pm  M  J.I. HOPPENSTAND TBA

CINEMA 105  3.00 Units
HISTORY OF MOTION PICTURES (UC:CSU)
0409 lec 11:10 - 12:35pm  M W  M.D. WOOD MU 101

COMPUTER APPLICATIONS OFFICE
TECHNOLOGY
Division Chair: Stanley Sandell, 310-233-4177, sandelsc@lahc.edu

COMPUTER APPLICATIONS OFFICE
TECHNOLOGY 001  3.00 Units
COMPUTER KEYBOARDING I
Required: Students take CAOT 64 or CAOT 185. Learn touch keyboarding for the computer and the production of letters, reports, and tables.
0960 lec  2:05 hrs/wk TBA -  J.H. HEFFRON BU 104
&  lab  3:10 hrs/wk TBA -  J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0980 lec  2:05 hrs/wk TBA -  L.L. UHARRIET BU 104
&  lab  3:10 hrs/wk TBA -  L.L. UHARRIET BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
3080 lec  2:05 hrs/wk TBA -  D.L. PRESLEY BU 104
&  lab  3:10 hrs/wk TBA -  D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

COMPUTER APPLICATIONS OFFICE
TECHNOLOGY 002  3.00 Units
COMPUTER KEYBOARDING II (CSU)
Prerequisite: CAOT 1 with a grade of “C” or better or a 30 word-a-minute typing speed.
Required: Students take CAOT 64 or CAOT 185. Key letters, forms, reports, and tabulations. Develop speed and accuracy.
0961 lec  2:05 hrs/wk TBA -  J.H. HEFFRON BU 104
&  lab  3:10 hrs/wk TBA -  J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0981 lec  2:05 hrs/wk TBA -  L.L. UHARRIET BU 104
&  lab  3:10 hrs/wk TBA -  L.L. UHARRIET BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
3081 lec  2:05 hrs/wk TBA -  D.L. PRESLEY BU 104
&  lab  3:10 hrs/wk TBA -  D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

COMPUTER APPLICATIONS OFFICE
TECHNOLOGY 007  3.00 Units
MACHINE TRANSCRIPTION
Prerequisite: Ability to type 40 words-a-minute.
Recommended: Business 31.
Required: Students take CAOT 64 or CAOT 185. Students use computers to transcribe letters and memos from machine dictation. Business letter styles, word division, spelling, and punctuation are reviewed.
0901 lec  2:05 hrs/wk TBA -  J.H. HEFFRON BU 104
&  lab  3:10 hrs/wk TBA -  J.H. HEFFRON BU 104
Time to be arranged from 7:50 - 11:00 a.m. on Mondays and Wednesdays.
0902 lec  2:05 hrs/wk TBA -  L.L. UHARRIET BU 104
&  lab  3:10 hrs/wk TBA -  L.L. UHARRIET BU 104
Time to be arranged from 12:40 - 3:50 p.m. on Tuesdays and Thursdays.
0903 lec  2:05 hrs/wk TBA -  D.L. PRESLEY BU 104
&  lab  3:10 hrs/wk TBA -  D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10:00 p.m. on Tuesdays and Thursdays.

COMPUTER APPLICATIONS OFFICE
TECHNOLOGY 009  1.00 Units
COMPUTER KEYBOARDING IMPROVEMENT (RPT 1)
Prerequisite: Satisfactory completion of a beginning keyboarding class.
Required: Students take CAOT 64 or CAOT 185. Students improve speed and accuracy through timed writings and corrective drills. Students keying less than 25 words-a-minute, Business 60 or CAOT 1 is recommended.
0963 lab  3:10 hrs/wk TBA -  J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0983 lab  3:10 hrs/wk TBA -  L.L. UHARRIET BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
3083 lab  3:10 hrs/wk TBA -  D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

**NEW CLASSES**
COMPUTER APPLICATIONS OFFICE TECHNOLOGY 021 5.00 Units
MEDICAL SECRETARIAL PROCEDURES I
Prerequisite: Typing speed of 45 words a minute or concurrent enrollment in CAOT 2.
Required: Students take CAOT 64 or CAOT 185. Recommended: Biology 33 and Business 31. Students keyboard medical case histories and reports from machine dictation.
0908 lec 5:20 hrs/wk TBA - J.H. HEFFRON BU 104
Time to be arranged from 7:50 - 11:00 a.m. on Mondays and Wednesdays.
0909 lec 5:20 hrs/wk TBA - L.L. UHARRETT BU 104
Time to be arranged from 12:40 - 3:50 p.m. on Tuesdays and Thursdays.
0910 lec 5:20 hrs/wk TBA - D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10:00 p.m. on Tuesdays and Thursdays.

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 022 5.00 Units
MEDICAL SECRETARIAL PROCEDURES II
Prerequisite: CAOT 21 or equivalent.
Required: Students take CAOT 64 or CAOT 185. This course continues medical transcription skill development at an advanced level.
0913 lec 5:20 hrs/wk TBA - J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0914 lec 5:20 hrs/wk TBA - L.L. UHARRETT BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
0915 lec 5:20 hrs/wk TBA - D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 023 5.00 Units
LEGAL PROCEDURES I (CSU)
Prerequisite: CAOT 2 and a typing speed of 50 words-a-minute.
Required: Students take CAOT 64 or CAOT 185. Students may use the electronic typewriter or computer to prepare specialized legal documents in civil litigation, probate, corporate, and real estate proceedings from machine dictation.
0928 lec 5:20 hrs/wk TBA - J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0929 lec 5:20 hrs/wk TBA - L.L. UHARRETT BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
0930 lec 5:20 hrs/wk TBA - D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 030 3.00 Units
OFFICE PROCEDURES (CSU)
Recommended Preparation: Computer keyboard ability
Students learn office management job skills, methods, and techniques.
7502 lec 1:10 - 3:15pm W E. LINARES BU 104
& lab 2:10 hrs/wk TBA - E. LINARES INTERNET
This class is offered as a web-enhanced course, a form of blended learning. Students meet during the times indicated and also participate in internet activities as directed by the instructor.

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 033 2.00 Units
RECORDS MANAGEMENT AND FILING
Recommended for all CAOT and Business majors. Learn standard indexing and filing rules for manual and electronic filing systems as well as records management procedures.
1025 lec 9:35 - 11:45am T Th E. LINARES BU 104
Late Start Class - Starts 10/27/08, Ends 12/20/08

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 034 2.00 Units
BUSINESS TERMINOLOGY
Recommended for all CAOT and Business majors.
This course will enrich office vocabulary and improve spelling with particular emphasis on works used in business communication. This class is offered once a year.
1026 lec 12:45 - 2:50pm M A. HALL BU 104

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 047 2.00 Units
APPLIED OFFICE PRACTICE (RPT 3)
Prerequisite: Completion of CAOT 2 and a 35 word-a-minute typing speed.
Students get practical experience in clerical office work.
0925 lab 5:20 hrs/wk TBA - J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0926 lab 5:20 hrs/wk TBA - L.L. UHARRETT BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
0927 lab 5:20 hrs/wk TBA - D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 064 1.00 Units
OFFICE ADMINISTRATION LABORATORY (RPT 3)
Corequisite: Concurrent enrollment in CAOT 1, 2, 9, 21-23.
This lab provides additional skill development practice in conjunction with one or more courses from CAOT 1-23.
0922 lab 2:15 hrs/wk TBA - J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0923 lab 2:15 hrs/wk TBA - L.L. UHARRETT BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.
Evening Class
0924 lab 2:15 hrs/wk TBA - D.L. PRESLEY BU 104
Time to be arranged from 6:50 - 10pm on Tuesdays & Thursdays.

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 084 3.00 Units
MICROCOMPUTER OFFICE APPLICATIONS: WORD PROCESSING (CSU) (RPT 2)
Prerequisite: Satisfactory completion of a beginning keyboarding course. This course provides hands-on training in the latest Microsoft Word software and prepares students to take the Microsoft Certification Exam. It includes beginning, intermediate, and advanced levels of Microsoft Word. Instruction for this course is offered in the classroom and on-line to fit the busy schedule of students.
7506 lec 4:00 - 6:30pm T A.D. HALL BU 104
& lab 2:30 hrs/wk TBA - A.D. HALL INTERNET
This class is offered as a web-enhanced course, a form of blended learning. Students meet during the times indicated and also participate in internet activities as directed by the instructor.
Meet the Faculty:

Elsie Linares

Elsie Linares joined the Business/CAOT department as a full time faculty member in Fall 2007; she has worked on campus since 1994, in administrative as well as faculty positions. She is one of Harbor’s own — having received her A.S. in Administrative Assistant, A.S. in Office Automation, and A.A. in Liberal Arts at Los Angeles Harbor College. She went on to earn a bachelors and masters degree from CalState LA.

Ms. Linares ’s 16 years in providing multicultural college students with academic programming, admissions procedures, educational planning, and her own years as a college student have given her an understanding of the challenges facing new and returning college students as they begin their journey to improve their lives by pursuing their educational goals.
CAOT 911, 921, 931, 941
COOPERATIVE EDUCATION (CSU) RPT 3
1-4 Units
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

COMPUTER INFORMATION SYSTEMS
Division Chair: Stanley Sandell, 310-233-4177, sandelsc@lahc.edu
Questions: Charles Davis, 233-4179, daviscl@lahc.edu or John Warstler, 233-4186, warstljd@lahc.edu

COMPUTER INFORMATION SYSTEMS 001 3.00 Units
PRINCIPLES OF BUSINESS COMPUTER SYSTEMS I
(UC:CSU)
Corequisite: Computer Information Systems 23, Bus. 60 or the ability to type by touch.
This is an introduction to the principles and operation of computer systems used in business. Students learn about Windows, word processing, spreadsheet, database and Internet through hands-on interaction with the computer. This course does not teach keyboarding skills.

0940 lec 8:00 - 9:25am M W C.L. DAVIS BU 109
0941 lec 9:35 - 11:00am T Th C.L. DAVIS BU 109
0942 lec 11:10 - 12:35pm M W STAFF BU 104

Evening Classes
3051 lec 6:50 - 8:55pm T A.A. WALSH BU 108
3054 lec 3:30 – 6:25pm T Th STAFF BU 106

Late Start Class - Starts 10/27/08, Ends 12/20/08

Internet Classes
7607 lec 3:10 hrs/wk TBA - L.M. LANE INTERNET
Contact loralane@yahoo.com as soon as you register
7611 lec 6:30 hrs/wk TBA - L.M. LANE INTERNET
Late Start Class - Starts 10/27/08, Ends 12/20/08.
Contact loralane@yahoo.com as soon as you register.

COMPUTER INFORMATION SYSTEMS 007 3.00 Units
INTRODUCTION TO MULTIMEDIA (CSU)
Corequisite: Concurrent enrollment in CIS 23/64.
This course is intended to provide the student with the understanding of the capabilities and limitations of the multimedia technology, the planning process, the multimedia building blocks, the authoring process, and the distribution and playback of the application.

0939 lec 11:10 - 12:35pm M W C.L. DAVIS BU 108

COMPUTER INFORMATION SYSTEMS 015 3.00 Units
DATA BASE PROGRAMMING FOR MICROCOMPUTERS (CSU)
Recommended Prerequisite: Computer Information Systems I.
Corequisite: Computer Information Systems 64.
This is a hands-on course in design, implementation, and maintenance of databases using SQL and the Management Studio. Students will use SQL queries to retrieve and modify data and calculate summaries. Covers the essential skills needed to develop databases for Microsoft SQL Server.

0938 lec 3:10 hrs/wk TBA L.M. LANE INTERNET
Contact loralane@yahoo.com as soon as you register.

COMPUTER INFORMATION SYSTEMS 016 3.00 Units
SPREADSHEET APPLICATIONS FOR COMPUTERS (CSU)
Prerequisite: Computer Information Systems 1 or equivalent. Corequisite: CIS 64.
This course provides students with in-depth, hands-on training with Excel spreadsheet software. Topics include formatting, formulas, functions, charting, drawing, workbooks, lists, what-if analysis, PivotTables, PivotCharts, interfacing with the Web and automating workbooks. Prepares students for certification exams in Excel.

COMPUTER INFORMATION SYSTEMS 021 3.00 Units
BUSINESS COMPUTER PROGRAMMING I (CSU)
Prerequisite: Computer Information Systems 1, or equivalent. Corequisite: Computer Information Systems 64
This is a beginning programming course using Visual Basic.NET. It covers program design and event driven, object-oriented programming concepts. Topics specific to VB include objects and events, form design, control structures, arrays, (procedures and functions), file access and Web programs.

COMPUTER INFORMATION SYSTEMS 023 1.00 Units
PROGRAMMING LABORATORY (CSU) (RPT 3)
Corequisite: One other Computer Information Systems course.
If available, sign up for a lab taught by the same instructor as your other CIS class. Computers are used to complete assignments.

COMPUTER INFORMATION SYSTEMS 034 1.00 Units
SPREADSHEET APPLICATIONS FOR COMPUTERS II
This course provides students with in-depth, hands-on training with Excel spreadsheet software. Topics include formatting, formulas, functions, charting, drawing, workbooks, lists, what-if analysis, PivotTables, PivotCharts, interfacing with the Web and automating workbooks. Prepares students for certification exams in Excel.

COMPUTER INFORMATION SYSTEMS 064 1.00 Units
MICROCOMPUTER LABORATORY (RPT 3)
Corequisite: Computer Information Systems 8, 15, 16, or 21.
Students should take a lab taught by the instructor of your other CIS class. Computers are used to complete CIS assignments.

Fall 2008 Course Offerings
Los Angeles Harbor College
**COMPUTER INFORMATION SYSTEMS** 1-4 Units

**COOPERATIVE EDUCATION (CSU) RPT 3**
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

<table>
<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>****</td>
<td>12:45 – 1:50pm F</td>
<td>J.I. NARANJO</td>
<td>OV2</td>
</tr>
</tbody>
</table>

**Evening Classes**

<table>
<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>****</td>
<td>5:30 – 6:35pm T</td>
<td>J.I. NARANJO</td>
<td>OV2</td>
</tr>
<tr>
<td>****</td>
<td>5:30 – 6:35pm W</td>
<td>J.I. NARANJO</td>
<td>OV2</td>
</tr>
</tbody>
</table>

**Contact instructor at loralanle@yahoo.com as soon as you register**

**COMPUTER SCIENCE-INFORMATION TECHNOLOGY**

**COMPUTER SCIENCE-INFORMATION TECHNOLOGY 053** 1.00 Units

**PROGRAMMING LABORATORY (RPT 3)**
Corequisite: Concurrent enrollment in CSIT- 58, CIS or a course in the Technology Division.

Use of computers to complete programming assignments.

<table>
<thead>
<tr>
<th>Lab</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0470 lab</td>
<td>3:10 hrs/wk TBA - L.J. MCKENZIE</td>
<td>LAC 105A</td>
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</table>

**Evening Class**

<table>
<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3059 lec</td>
<td>6:50 – 10:00pm T</td>
<td>H. KOTELYAN</td>
<td>BU-106</td>
</tr>
</tbody>
</table>

**COMPUTER SCIENCE-INFORMATION TECHNOLOGY 092** 3.00 Units

**HYPER-TEXT MARKUP LANGUAGE**
Corequisite: Computer Science-Information Technology 53 or Computer Information Systems 23.

A course on designing and implementing an Internet Web site. Topics covered include HTML through tables, image maps, frames and forms; usage of graphics creation software for the Internet; techniques for using graphics in a web site; and introduction to JavaScript and creating web site applications with JavaScript.

This class is offered once a year.

**Evening Class**

<table>
<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>3383 lec</td>
<td>6:55 – 10:05pm W</td>
<td>R.K. CHAO</td>
<td>PH-106</td>
</tr>
</tbody>
</table>

**COMPUTER SCIENCE-INFORMATION TECHNOLOGY 344** 3.00 Units

**PROGRAMMING IN JAVA (UC:CSU)**

Prerequisite: Completion of Math 123C with a grade of “C” or better.

Corequisite: concurrent enrollment in CSIT 53.

First semester college level programming course in the Java language as it relates to mathematics and science.

**Evening Class**

<table>
<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3562 lab</td>
<td>4:00 - 7:10pm W</td>
<td>R. NADLER</td>
<td>T 110</td>
</tr>
<tr>
<td>&amp; lec</td>
<td>4:00 - 7:10pm M</td>
<td>R. NADLER</td>
<td>T 110</td>
</tr>
</tbody>
</table>

**CSIT 911, 921, 931, 941** 1-4 Units

**COOPERATIVE EDUCATION (CSU) RPT 3**
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

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<tbody>
<tr>
<td>****</td>
<td>12:45 – 1:50pm F</td>
<td>J.I. NARANJO</td>
<td>OV2</td>
</tr>
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**Evening Classes**

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<tbody>
<tr>
<td>****</td>
<td>5:30 – 6:35pm T</td>
<td>J.I. NARANJO</td>
<td>OV2</td>
</tr>
<tr>
<td>****</td>
<td>5:30 – 6:35pm W</td>
<td>J.I. NARANJO</td>
<td>OV2</td>
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</table>

**COMPUTER SCIENCE INFORMATION TECHNOLOGY 058** 3.00 Units

**COMPUTER LITERACY FOR THE LIBERAL ARTS STUDENT (UC:CSU)**

<table>
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<tr>
<th>Class</th>
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<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0956 lec</td>
<td>9:00 - 12:10pm F</td>
<td>L.M. LANE</td>
<td>BU-107</td>
</tr>
<tr>
<td>7610 lec</td>
<td>3:10 hrs/wk TBA - L.M. LANE</td>
<td>INTERNET</td>
<td></td>
</tr>
</tbody>
</table>

Contact instructor at loralane@yahoo.com as soon as you register

**COMPUTER TECHNOLOGY**

Division Chair: Lauren McKenzie, 310-233-4500, mckenzlj@lahc.edu

Questions: Len Glover, 310-233-4272, gloverlw@lahc.edu

**COMPUTER TECHNOLOGY 035** 3.00 Units

**INTRODUCTION TO LINUX+**
This course introduces the Linux Operating System for the standard PC as outlined by COMPTIA, in order to prepare students for Linux + Certification. Topics include Linux operating system, installation and configuration, and essential troubleshooting techniques to maintain a stable operating system or network. Students will develop Linux administrative skills by creating user groups, file systems and networks. A material fee of $10 is required.

**Evening Class**

<table>
<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3575 lec</td>
<td>6:30 – 8:30pm T</td>
<td>C.G. NGUYEN</td>
<td>TBA</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>6:30 – 9:30pm M</td>
<td>D. HANKS</td>
<td>TBA</td>
</tr>
</tbody>
</table>

**COMPUTER TECHNOLOGY 050** 4.00 Units

**BASIC ELECTRONICS**
Introduces basic direct current circuit analysis fundamentals to students entering the field of electronics. Lecture presents DC concepts through series parallel circuits. Selected topics include, laboratory test equipment care and application, laboratory procedures and report preparation, component identification, interpretation of equipment specifications, technical problem solving techniques. Lecture is complemented with a 3-hour laboratory session whereby; experiments are utilized to reinforce lecture topics and concepts. Students are required to provide $10.00 worth of instructional and other materials in order to complete this class.

<table>
<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>0860 lec</td>
<td>9:35 – 12:45pm T</td>
<td>STAFF</td>
<td>T 114</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>9:35 – 12:45pm Th</td>
<td>STAFF</td>
<td>T 112</td>
</tr>
</tbody>
</table>

**Evening Class**

<table>
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<th>Class</th>
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<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3562 lab</td>
<td>4:00 - 7:10pm W</td>
<td>R. NADLER</td>
<td>T 112</td>
</tr>
<tr>
<td>&amp; lec</td>
<td>4:00 - 7:10pm M</td>
<td>R. NADLER</td>
<td>T 110</td>
</tr>
</tbody>
</table>

**COMPUTER TECHNOLOGY 052** 4.00 Units

**FUNDAMENTAL COMPUTER CIRCUITS AND LABORATORY**
Prerequisite: A grade of “C” or better in ET 50.
This course presents the theory and application of direct current (DC) circuit analysis for series, parallel and complex circuits, as applied to computer circuits. Ohms Law, Kirchoff’s and network theorem analysis are emphasized in conjunction with resistive, capacitive, inductive and magnetic properties associated with combinational DC Circuit Analysis. A three hour per week laboratory accompanies the three hour lecture per week, in order to reinforce lecture and textbook theory and applications. Students prepare technical reports on their laboratory experiences. This course familiarizes students with basic test measuring equipment used in the computer industry. A $10 laboratory materials fee is required to complete this course.

**Evening Class**

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<thead>
<tr>
<th>Class</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>3568 lec</td>
<td>4:00 – 7:10pm M</td>
<td>R. NADLER</td>
<td>T 110</td>
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<tr>
<td>&amp; lab</td>
<td>4:00 – 7:10pm W</td>
<td>R. NADLER</td>
<td>T 112</td>
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**COMPUTER TECHNOLOGY 053** 1.00 Units

**FUNDAMENTAL COMPUTER CIRCUITS LABORATORY I**
Prerequisite: A grade of “C” or better in Computer Technology 52.
This course analyzes the basic laws of electronics through self-paced study laboratory procedures.

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<tr>
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**Evening Class**

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<tr>
<td>3568 lab</td>
<td>3:10 hrs/wk TBA - R. NADLER</td>
<td>T 112</td>
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Questions: Len Glover, 310-233-4272, gloverlw@lahc.edu
Computer Technology
Electronics Department

COMPUTER REPAIR
&
COMPTIA CERTIFICATION TRAINING
(Days & Evenings)

• Interested in learning how to perform your own PC repairs and upgrading your own PC system?
• Looking for courses to help prepare you to pass the COMPTIA Certification Exams for A+, Net+, Server+ or Linux+?
• Like “hands-on” training exercises coupled with technical theory?

Check out the offerings in Computer Tech (CT), Engineering Tech (ET) and Electronics (EL). We have several new courses in these areas including Fiber Optics training (CT-81), and three new Skills Certificates (Computer Repair Tech, PC Network Tech and Fiber Optic Tech. Drop by T-112/T-113 and talk with one of our faculty members, take a tour of the lab or call Len Glover for more information (310) 233-4272.

COMPUTER SCIENCE INFORMATION
TECHNOLOGY 058 3.00 Units
COMPUTER LITERACY FOR THE LIBERAL ARTS
STUDENT (UC:CSU)
Corequisite: Enroll concurrently in computer courses CSIT 53 or CIS 23. This course develops critical thinking skills as applied to technological advances. Students will gain computer literacy by using the computer to evaluate issues. Hands-on projects using Windows, Internet search and email, Word, Excel, and PowerPoint.
0956 lec 9:00 - 12:10pm F L.M. LANE BU 107
7610 lec 3:10 hrs/wk TBA - L.M. LANE INTERNET
Contact instructor at loralane@yahoo.com as soon as you register

COMPUTER TECHNOLOGY 060 5.00 Units
COMPUTER MATHEMATICS I
This course in technical mathematics includes the operation of the calculator, signed numbers, powers of ten notation, operations with algebraic expressions, fractional expressions, functions, quadratic solutions, engineering & scientific notation, graphing, and application of mathematics to technical applications. Successful completion of this class (C or better), meets the math competency requirement for graduation under plans A and B.
1231 lec 9:35 - 12:05pm T Th L.W. GLOVER T 113
Evening Class
3564 lec 6:00 - 8:30pm T Th L.W. GLOVER T 113

COMPUTER TECHNOLOGY 061A 2.50 Units
COMPUTER MATHEMATICS II - PART 1 A
This course in computer mathematics is the first half of the 5 unit CT-61 and covers a review of algebraic concepts, powers of ten and scientific notation, metric system, algebraic expression, algebraic equations, factoring equations containing fractions, function notations, graphing, special products and factors, exponents and radicals, quadratic equations.
3574 lec 4:00 - 6:30pm Th R. NADLER T 110

COMPUTER TECHNOLOGY 074 4.00 Units
A+ CERTIFICATION PREPARATION/INTRODUCTION TO COMPUTER REPAIR I (RPT 3)
Personal computer (PC), hardware operating system characteristics and basic troubleshooting/repair techniques are introduced. Students will develop the ability to assemble/disassemble an operational PC, perform system upgrades, learn and perform reformating of HDDs and identify/replace malfunctioning hardware and peripheral devices. This is the first course for preparing students for A+ certification. A material fee of $10 is required.
0862 lec 9:35 - 12:45pm M L.W. GLOVER T 114
& lab 9:35 - 12:55pm W L.W. GLOVER T 113
Evening Class
3570 lec 6:30 - 9:40pm M C.G. NGUYEN T 113
& lab 6:30 - 9:40pm W C.G. NGUYEN T 114
Outreach Class
6042 lec 3:00 - 5:50pm Th STAFF BHS
& lab 4:10 - 5:15pm MTW STAFF BHS
13 Week Class - Starts 9/15/08, Ends 12/12/08

COMPUTER TECHNOLOGY 080 4.00 Units
INTRODUCTION TO SERVER + (RPT 2)
This course introduces the Network Server fundamentals outlined by COMPTIA, in order to prepare students to become SERVER + Certified. Topics include advanced PC hardware SCSI, RAID, multiple CPU’s, and I/O subsystems. Activities and complex problems involved in server configuration, maintenance and repair are emphasized. A material fee of $10 is required.
Evening Class
3560 lec 6:30 - 9:14pm M C.G. NGUYEN T 114
& lab 6:30 - 9:40pm W C.G. NGUYEN T 114
COMPUTER TECHNOLOGY 081 1.00 Units
INTRODUCTION TO FIBER OPTICS (RPT 3)
This course provides students with advanced laboratory experiences in fiber optic technology. Topics included are: fiber optic connectorization & patch panels, splicing techniques, OTDR testing & measurements, techniques & procedures for fiber optic cabling termination, troubleshooting & documentation for fiber optic systems. A "hands-on" laboratory emphasizing correct fiber optic fabrication techniques and test equipment use, common in the computer & telecommunications industry. A material fee of $75 is required. Skills Certificate Available.
1239 lab 9:30 - 12:40pm F M.L. GLOVER T 113

COMPUTER TECHNOLOGY 185 1.00 Units
DIRECTED STUDY - COMPUTER TECHNOLOGY (RPT 2)
Prerequisite: Previous or concurrent enrollment in a CT course.
Permits students to pursue directed study activities in computer technology, on a contract basis, under the supervision of the assigned instructor.
1232 lec 1:05 hrs/wk TBA - L.W. GLOVER T 113

COMPUTER TECHNOLOGY 285 2.00 Units
DIRECTED STUDY - COMPUTER TECHNOLOGY
Prerequisite: Previous or concurrent enrollment in a CT course.
Permits students to pursue directed study activities in computer technology, on a contract basis, under the supervision of the assigned instructor.
1234 lec 3:10 hrs/wk TBA - L.W. GLOVER T 113

COMPUTER TECHNOLOGY 385 3.00 Units
DIRECTED STUDY - COMPUTER TECHNOLOGY
Prerequisite: Previous or concurrent enrollment in a CT course.
Permits students to pursue directed study activities in computer technology, on a contract basis, under the supervision of the assigned instructor.
1234 lec 3:10 hrs/wk TBA - L.W. GLOVER T 113

COMPUTER TECHNOLOGY 911, 921, 931, 941 1-4 Units
COORDERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

COORDERATIVE EDUCATION
Questions: Juanita Naranjo, 310-233-4446, narnjj@lahc.edu

COORDERATIVE EDUCATION 396 3.00 Units
WORK EXPERIENCE - GENERAL II (RPT 3)
Prerequisite: For General Work Experience classes: Students must be enrolled at Harbor College in 7 units of credit including work experience. Student is enrolled for 3 units at registration. However, the number of units awarded is determined by the hours worked - 1 unit for each 5 hours of work per week throughout the semester to a maximum of three (3) units per semester. Work experience need not be related to student's vocational major at Harbor College.
**** lec 12:45 - 1:50pm F J.I. NARANJO OV2
& lec 2:05 hrs/wk TBA - J.I. NARANJO OV2
**** lec 5:30 - 6:35pm T J.I. NARANJO OV2
& lec 2:05 hrs/wk TBA - J.I. NARANJO OV2
**** lec 5:30 - 6:35pm W J.I. NARANJO OV2
& lec 2:05 hrs/wk TBA - J.I. NARANJO OV2

CRIMINAL JUSTICE
– see also Administration of Justice

CULINARY ARTS
Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

CULINARY ARTS 113 3.00 Units
CULINARY SKILLS I (CSU)
0701 lec 6:30 - 7:35am M STAFF CAF 109
& lab 7:35 - 7:45pm M STAFF CAF 109
Culinary Arts 113, 114, 115, 116, 117 must be taken concurrently.

CULINARY ARTS 114 2.00 Units
AROMATICs (CSU)
0702 lab 10:55 - 1:05pm TW STAFF CAF 109
Culinary Arts 113, 114, 115, 116, 117 must be taken concurrently.

CULINARY ARTS 115 2.00 Units
FOOD FABRICATION (CSU)
0703 lec 6:30 - 7:35am T STAFF CAF 109
& lab 7:35 - 10:45am T STAFF CAF 109
Culinary Arts 113, 114, 115, 116, 117 must be taken concurrently.

CULINARY ARTS 116 2.00 Units
PRODUCT IDENTIFICATION AND PURCHASING (CSU)
0704 lec 6:30 - 7:35am W STAFF CAF 109
& lab 7:35 - 10:45am W STAFF CAF 109
Culinary Arts 113, 114, 115, 116, 117 must be taken concurrently.

CULINARY ARTS 117 3.00 Units
FOOD SANITATION AND SAFETY (CSU)
Students focus primarily on meats, fish, poultry, vegetables, fruits, herbs, spices, groceries, dairy, paper, and other products; learn how to recognize foods by their appearance, smell, texture, and taste; cover purchasing cycle and quality and quantity control. Introduction to food and environmental sanitation and safety in the food production area. Focus on foodborne illnesses; origins; food handling, receiving and storage practices; pest management and other safety procedures in the food service industry.
0705 lec 8:30 - 10:35am Th STAFF CAF 109
& lab 10:35 - 1:45pm Th STAFF CAF 109
Culinary Arts 113, 114, 115, 116, 117 must be taken concurrently.

CULINARY ARTS 123 3.00 Units
CULINARY SKILLS II (RPT 3)
**** lec 6:30 - 7:35am M STAFF CAF 109
& lab 7:35 - 10:45am M STAFF CAF 109
Culinary Arts 123, 124, 125 & 126 are to be taken concurrently.

CULINARY ARTS 124 3.00 Units
MENU PLANNING AND NUTRITION (RPT 3)
**** lab 10:55 - 1:05pm TW STAFF CAF 109
Culinary Arts 123, 124, 125 & 126 are to be taken concurrently.
CULINARY ARTS

(310) 233-4194
or
(310) 233-4199

CULINARY ARTS 125  3.00 Units
BREAKFAST AND LUNCH COOKERY (RPT 3)
**** lec 6:30 - 7:35am T STAFF CAF 109
**** lab 7:35 - 10:45am T STAFF CAF 109
Culinary Arts 123, 124, 125 & 126 are to be taken concurrently.

CULINARY ARTS 126  3.00 Units
BAKING SKILLS (CSU) (RPT 3)
**** lec 6:30 - 7:35am W STAFF CAF 109
**** lab 7:35 - 10:45am W STAFF CAF 109
Culinary Arts 123, 124, 125 & 126 are to be taken concurrently.

DEVELOPMENTAL COMMUNICATIONS
Division Chair: Carmen Carrillo, 310-233-4250, carrilc@lahc.edu

DEVELOPMENTAL COMMUNICATIONS 020  6.00 Units
FUNDAMENTALS OF READING AND WRITING (NDA) (RPT 1)
Prerequisite: Developmental Communications 35 or appropriate score on assessment test.
This course prepares students for English 21 with an emphasis on the mastery of basic reading and writing skills needed for college transfer and vocational programs.
0180 lec 9:35 - 12:45pm T Th N. RICARD GC 204
Evening Class
3166 lec 6:55 - 10:05pm M W STAFF CV-1

DEVELOPMENTAL COMMUNICATIONS 023  3.00 Units
READING AND STUDY IMPROVEMENT (NDA) (RPT 1)
Recommended Corequisite: Developmental Communications 37.
Effective methods of study, concentration, lecture note taking, and test taking.
0181 lec 9:35 - 11:00am M W A. JOHNSON B 18

DEVELOPMENTAL COMMUNICATIONS 035  3.00 Units
READING I: FUNDAMENTALS (NDA) (RPT 2)
The purpose of this course is improvement of college reading and study skills with an emphasis on reading comprehension, reading rate and vocabulary.
0182 lec 11:10 - 12:35pm M W A. JOHNSON B 18
Evening Class
3160 lec 6:45 - 9:55pm M N.R. SIMMONS CV-1

DEVELOPMENTAL COMMUNICATIONS 037  3.00 Units
COMMUNICATIONS LABORATORY (NDA) (RPT 1)
Recommended: Concurrent enrollment in Developmental Communications 23 or 35 or 76. This class is open-entry. Self-paced individualized instruction to improve reading and study skills.
0184 lec 3:10 hrs/wk TBA J. CONN LAC 111

DEVELOPMENTAL COMMUNICATIONS 037Y  1.00 Units
COMMUNICATIONS LABORATORY Y (CSU) (RPT 1)
Recommended: Concurrent enrollment in Developmental Communications 23 or 35 or 76. This class is open-entry. Self-paced individualized instruction to improve reading and study skills.
0185 lec 1:05 hrs/wk TBA J. CONN LAC 111
DEVELOPMENTAL COMMUNICATIONS 037Z  2.00 Units
COMMUNICATIONS LABORATORY Z (NDA)  (RPT 1)
Recommended: Concurrent enrollment in Developmental Communications 23 or 35 or 76. This class is open-entry. Self-paced individualized instruction to improve reading and study skills.
0186 lec  2:05 hrs/wk TBA - J. CONN LAC 111

DEVELOPMENTAL COMMUNICATIONS 076  3.00 Units
ENGLISH AS A SECOND LANGUAGE READING - CONVERSATION II (NDA)
Recommended: Concurrent enrollment in Developmental Communications 23 or 35 or 76. This class is open-entry. Self-paced individualized instruction to improve reading and study skills.

DIGITAL ART

DRAFTING
Division Chair: Lauren McKenzie, 310-233-4500, mckenzlj@lahc.edu
Questions: Craig Sutherland, 310-233-4271, suthercd@lahc.edu

DRAFTING 001  3.00 Units
GENERAL DRAFTING
Sketching and drafting techniques for beginners. Includes orthographics, dimensioning, sectioning, auxiliaries, isometrics, screw threads and assemblies. Students are required to provide $5.00 worth of instructional and other materials in order to complete this class.
0781 lab  11:10 - 2:20pm M W C.D. SUTHERLAND T 115
0782 lab  11:10 - 2:20pm T Th STAFF T 115
0783 lab  1:00 - 4:10pm T Th W.L. HEFFERN T 115
0796 lab  3:00 - 6:10pm M W C.D. SUTHERLAND T 115
Evening Classes
3509 lab  6:00 - 9:10pm M W STAFF T 115
3511 lab  6:00 - 9:10pm T Th W.L. HEFFERN T 115
3561 lab  6:50 - 10:00pm M W C.D. SUTHERLAND T 115

DRAFTING 009  3.00 Units
MECHANICAL DRAFTING
Prerequisite: Drafting 1 and 50. Recommended corequisite: Drafting 51.
This course reviews primary and introduces secondary auxiliary projection. It investigates and applies limits and fits and geometrical tolerancing (ANSI Y14.5) in tolerance studies. Bearings and retaining ring designs are incorporated in layouts and ink drawings. Technical illustration including axonometric projection and perspectives is included. Combined graphical and mathematical solutions to design problems are required throughout. The student is required to prepare a professional type resume.
0797 lab  11:10 - 2:20pm M W C.D. SUTHERLAND T 115
Evening Classes
3512 lab  6:00 - 7:30pm M W C.D. SUTHERLAND T 115
& lab  7:30 - 9:00pm M W C.D. SUTHERLAND T 115
3663 lab  6:50 - 10:00pm M W C.D. SUTHERLAND T 115

DRAFTING 016  2.00 Units
BLUEPRINT READING I
Interpretation of multi-view mechanical drawings prepared by various companies within the industry.
0785 lec  1:00 - 1:30pm M W STAFF T 115
& lab  1:30 - 2:30pm M W STAFF T 115
0799 lec  1:05 hrs/wk TBA - C.D. SUTHERLAND T 115
& lab  2:05 hrs/wk TBA - C.D. SUTHERLAND T 115
0800 lec  1:05 hrs/wk TBA - W.L. HEFFERN T 115
& lab  2:15 hrs/wk TBA - STAFF T 115
0801 lec  1:00 - 1:30pm T Th W.L. HEFFERN T 115
& lab  1:30 - 2:35pm T Th W.L. HEFFERN T 115
Evening Classes
3513 lec  6:00 - 7:05pm M C.D. SUTHERLAND T 115
& lab  7:05 - 9:10pm M C.D. SUTHERLAND T 115
3516 lec  6:00 - 7:05pm T W.L. HEFFERN T 115
& lab  7:05 - 9:10pm T W.L. HEFFERN T 115

DRAFTING 017  2.00 Units
BLUEPRINT READING II
Prerequisite: Drafting 16.
Interpreting advanced mechanical drawings.
0786 lec  1:00 - 1:30pm T Th W.L. HEFFERN T 115
& lab  1:30 - 2:35pm T Th W.L. HEFFERN T 115
0787 lec  1:00 - 1:30pm M W C.D. SUTHERLAND T 115
& lab  1:30 - 2:30pm M W C.D. SUTHERLAND T 115
0788 lec  1:05 hrs/wk TBA - STAFF T 115
& lab  2:05 hrs/wk TBA - STAFF T 115
0803 lec  1:05 hrs/wk TBA - STAFF T 115
& lab  2:15 hrs/wk TBA - STAFF T 115
Evening Classes
3514 lec  6:00 - 7:05pm T W.L. HEFFERN T 115
& lab  7:05 - 9:10pm T W.L. HEFFERN T 115
3517 lec  6:00 - 7:05pm W STAFF T 115
& lab  7:05 - 9:10pm W STAFF T 115

DRAFTING 050  4.00 Units
PRODUCTION DRAFTING  (RPT 1)
Prerequisite: One year of high school drafting or equivalent within the last five years.
Applies drafting to the latest microfilm and ANSI regulations. Includes geometrical tolerancing, screw threads, gears, castings, auxiliaries and metric conversion. Students are required to provide $5.00 worth of instructional and other materials in order to complete this class.
0789 lec  11:10 - 12:35pm T Th W.L. HEFFERN T 115
& lab  12:35 - 2:05pm T Th W.L. HEFFERN T 115
0805 lec  3:30 hrs/wk TBA - W.L. HEFFERN T 115
& lab  3:30 hrs/wk TBA - W.L. HEFFERN T 115
Evening Class
3515 lec  6:00 - 7:25pm T Th W.L. HEFFERN T 115
& lab  7:30 - 8:55pm T Th W.L. HEFFERN T 115

EDUCATION CHANGES EVERYTHING
DRAFTING 051  4.00 Units
TOOLING DRAFTING (RPT 1)
Prerequisite: A grade of “C” or better in Drafting 1, or equivalent, Drafting 50 and Drafting 55, Engineering Technology 48 or equivalent.
Design of basic drill jigs, mill and lathe fixtures. Includes the application of geometrical to learning the principles of gauging. Students are required to provide $5.00 worth of instructional and other materials in order to complete this class.

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Evening Class

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<td>7:30 - 8:55pm</td>
<td>T Th</td>
<td>W.L. HEFFERN</td>
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DRAFTING 055  3.00 Units
COMPUTER-AIDED DESIGN AND DRAFTING (RPT 2)
Prerequisite: One year of high school drafting or equivalent.
Students operate computer aided drafting (CAD) equipment, prepare drawings on a CRT, and produce commercial quality drawings using plotters. Auto CAD language is used. A basic drafting competency test is administered at the first meeting. Students are required to provide $5.00 worth of instructional and other materials in order to complete this class.

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<td>T 115</td>
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<td>12:15 - 1:45pm</td>
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<td>C.D. SUTHERLAND</td>
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<td>0806</td>
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DRAFTING 056  3.00 Units
AUTOMATED MANUFACTURING (RPT 2)
Prerequisite: Drafting 50; Corequisite: Drafting 82.
Course introduces the student to the fundamentals and principles of Computer Numerical Control (CNC) as applied to mills and lathes. Students are required to provide $10.00 worth of instructional and other materials in order to complete this class.

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<td>0792</td>
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DRAFTING 081  1.00 Units
PROJECTS LABORATORY (RPT 3)
Prerequisite: A grade of “C” or better in Drafting 9 and Drafting 56.
Advanced industry-simulated problems requiring the application of previously-learned skills.

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<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0793</td>
<td>lab 11:10 - 12:35pm</td>
<td>M W</td>
<td>C.D. SUTHERLAND</td>
<td>T 115</td>
</tr>
</tbody>
</table>

Evening Class

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>3535</td>
<td>lec 6:00 - 9:10pm</td>
<td>W</td>
<td>C.D. SUTHERLAND</td>
<td>T 115</td>
</tr>
</tbody>
</table>

**SEE PAGE 89 FOR CLASS LISTING**

PACE Program for Accelerated College Education

For working adults who want to get their AA degree and transfer requirements completed quickly

PACE (Program for Accelerated College Education) is a five-semester curriculum offered by Los Angeles Harbor College to meet the needs of working adults. There are four instructional tracks: two on-campus tracks, with an emphasis on Inter-Disciplinary Studies and Teaching; the off-campus Labor Studies Track; and, the on-line Business-Track. The program is designed to satisfy the lower division General Education requirements for California State Universities and the requirements for the Associate of Arts degree from L.A. Harbor College. Please talk to your L.A. Harbor College counselor for more information about transferring.

Courses are team taught in an inter-disciplinary environment. Classes meet one night per week from 5:45 p.m. to 10:15 p.m., as well as are six required all day and two half day Saturday conferences held on the campus each semester. Internet assignments are also used to complement course content. Students will normally enroll in all four courses in a single group on the same evening.
DRAFTING 082  2.00 Units
CAD DRAFTING LABORATORY (RPT  3)
Prerequisite: Concurrent enrollment in Drafting 50, 52, 51, 55, 56, 9, 4 or Drafting 54.
Use of computers and drafting equipment to complete assignments.
0794 lab 11:10 -  2:20pm M W  STAFF  T 115
0795 lab 11:00 -  2:10pm T Th  STAFF  T 115
0809 lab 6:30 hrs/wk TBA  -  W.L. HEFFERN  T 115
0810 lab 6:30 hrs/wk TBA  -  C.D. SUTHERLAND  T 115
Evening Classes
3571 lab 6:30 hrs/wk TBA  -  W.L. HEFFERN  T 115
3573 lab 6:30 hrs/wk TBA  -  C.D. SUTHERLAND  T 115
3602 lab 6:30 hrs/wk TBA  -  C.D. SUTHERLAND  T 115

DRAFTING 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm F  J.I. NARANJO  OV2
Evening Classes
****  5:30 – 6:35pm T  J.I. NARANJO  OV2
****  5:30 – 6:35pm W  J.I. NARANJO  OV2

ECONOMICS 001  3.00 Units
PRINCIPLES OF ECONOMICS I (UC:CSU)
Recommended: Economics 2 should be taken before Economics 1. Recommended prerequisite: Eligibility for English 101, or eligibility for and concurrent in English 28. This course is an introduction to the principles of economic analysis and economic policy.
0715 lec  8:00 - 9:25am M W  G.E. MILLER  GC 101
0716 lec 11:10 - 12:35pm T Th  C.M. CHIMA  GC 101
Evening Class
3519 lec  6:45 - 10:05pm M  G.E. MILLER  GC 101
Internet Class
7682 lec  3:10 hrs/wk TBA  -  F. CHAN  INTERNET

ECONOMICS 002  3.00 Units
PRINCIPLES OF ECONOMICS II (UC:CSU)
Recommended prerequisite: Eligibility for English 101, or eligibility for and concurrent enrollment in English 28. Explores the problems of unemployment, inflation, and government policies relating to these problems.
0712 lec  9:00 - 11:20am  F  STAFF  B 13
0717 lec  9:35 - 11:00am M W  G.E. MILLER  GC 101
0718 lec  9:30 - 11:00am T Th  C.M. CHIMA  GC 101
0719 lec 11:10 - 12:35pm M W  G.E. MILLER  GC 101
Evening Classes
3518 lec  3:25 - 5:45pm M  STAFF  B 13
3525 lec  6:55 - 10:05pm T  G.E. MILLER  GC 101
Internet Class
7683 lec  3:10 hrs/wk TBA  -  F. CHAN  INTERNET

ECONOMICS 005  3.00 Units
ECONOMICS FOR THE CITIZEN (CSU)
General Economics class is not intended for Business Major Transfers. Check with your counselor.
Evening Class
3628 lec  6:55 - 10:05pm W  STAFF  GC 101
4910 lec  7:55 - 10:00pm T  R.G. VICE  GC 103
& lec 10:15 - 12:20pm S  R.G. VICE  GC 103
& lec 2:25 hrs/wk TBA  -  R.G. VICE  GC 103
PACE class - Starts 9/20/08, Ends 10/25/08

ECONOMICS 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm F  J.I. NARANJO  OV2
Evening Classes
****  5:30 – 6:35pm T  J.I. NARANJO  OV2
****  5:30 – 6:35pm W  J.I. NARANJO  OV2

EDUCATION 006A  0.50 Units
METHODS AND MATERIALS OF TUTORING A
This is a modular course of instruction in tutoring techniques, group dynamics, interpersonal skills, record keeping and tutorial organizational skills. Student tutors will be able to tutor concurrently with instructor’s permission. Students must complete 27 hours of instruction/practicum to earn credit.
**** lab 5:10 hrs/wk TBA  -  STAFF  LAC 114
5 Week Course - Starts 9/18/08, Ends 10/23/08

ELECTRONICS 004  4.00 Units
FUNDAMENTALS OF ELECTRONICS I
This course presents the theory and application of direct current (DC) circuit analysis for series, parallel and complex circuits, as applied to computer circuits. Ohms Law, Kirchoff’s and network theorem analysis are emphasized in conjunction with resistive, capacitive, inductive and magnetic properties associated with combinational DC Circuit Analysis. A three hour per week laboratory accompanies the three hour lecture per week, in order to reinforce lecture and textbook theory and applications. Students prepare technical reports on their laboratory experiences. This course familiarizes students with basic test measuring equipment used in the computer industry. A $10 laboratory materials fee is required to complete this course.
Evening Class
3565 lec  4:00 - 7:10pm M  R. NADLER  T 110
& lab  4:00 - 7:10pm W  R. NADLER  T 112
Electronics 005 1.00 Units
Fundamentals of Electronics I Laboratory
Prerequisite: A grade of "C" or better in Electronics 4.
This course analyzes the basic laws of electricity through self-paced study laboratory procedures. The student performs laboratory investigations of network theorems using such test equipment as volt-ohm-ammeters meters, DVM and D.C power supplies and submits written lab reports. Analytical investigations of R/C and R/L time constant circuits are also included.
1235 lec 3:10 hrs/wk TBA R. NADLER T 112

Electronics 020 4.00 Units
Electronics Circuits I
Recommended: Concurrent enrollment in Engineering Technology 49. Introduces basic direct current circuit analysis fundamentals to students entering the field of electronics. Lecture presents DC concepts through series parallel circuits. Selected topics include, laboratory test equipment care and application, laboratory procedures and report preparation, component identification, interpretation of equipment specifications, technical problem solving techniques. Lecture is complemented with a 3-hour laboratory session whereby; experiments are utilized to reinforce lecture topics and concepts. Students are required to provide $10.00 worth of instructional and other material fees.
1237 lec 9:35 - 12:45pm T STAFF T 114
& lab 9:35 - 12:45pm Th STAFF T 112
Evening Class
3567 lab 4:00 - 7:10pm W R. NADLER T 112
& lec 4:00 - 7:10pm M R. NADLER T 110

Electronics 020A 3.00 Units
Electronics Circuits I A
0881 lec 3:05 hrs/wk TBA H. TWIET TBA

Electronics 041 1.00 Units
Measurement and Testing Laboratory I (RPT 3)
Corequisite: Concurrent enrollment in any Electronics or Computer Technology laboratory course.
This course provides 3 hours of lab use for students that need or desire additional laboratory time. Students can work ahead of the class on their individual lab assignments or perform additional experimentation on their individual projects. Students that enroll will have access to the lab and all necessary test equipment, as well as consultations with an instructor. This class is given on a credit/no credit basis.
1236 lab 3:10 hrs/wk TBA - L.W. GLOVER T 113

Electronics 911, 921, 931, 941 1-4 Units
Cooperative Education (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 - 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 - 6:35pm Th J.I. NARANJO OV2
**** 5:30 - 6:35pm W J.I. NARANJO OV2

Emergency Department Assistant
Division Chair: Evelyn Lum, 310-233-4262, lumec@lahc.edu

Emergency Department Assistant 010A 3.00 Units
Emergency Medical Technician IA Ambulance
A lecture presentation of Emergency Pre-hospital care of the sick and injured including Anatomy and Physiology, observation and assessment techniques, intervention and transportation. EDA 10A must be taken concurrently with EDA 10B. After successful completion of both classes, the student will be eligible to apply for certification and to take the EMT-1 certification examination.
Evening Class
3439 lec 6:45 - 10:00pm T J.S. LOCKWOOD NU 133
Class starts 8/30/08

Emergency Department Assistant 010B 1.00 Units
Emergency Medical Technician IB Ambulance
Prerequisite: Concurrent enrollment EDA 10A. All didactic information and skills needed for certification will be reviewed and tested. After successful completion of skills, theory and testing, students will be eligible to apply for certification. Students will be assigned to 20 hours of clinical training at appropriate medical facilities as a requirement of this class.
0599 lab 3:00 - 6:15pm Th S.W. LOCKWOOD B 11
Class starts 8/30/08

Emergency Department Assistant 013 2.00 Units
Emergency Department Assistant 010A 3.00 Units
Prerequisite: Current certification as a California EMT-1. This 48-hour, plus didactic and skills testing, recertification refresher class for EMT-1, reviews all the content and skills as required for recertification. Attendance in the first lecture class of EDA 10A is required. Upon successful completion of skills, theory review and testing, student will be eligible to apply for the L.A. County EMT-1 recertification examination. Note: the hours required for this class are determined by the certifying agency.
Evening Class
3440 lab 6:45 - 10:00pm W S.W. LOCKWOOD GC 105
Class starts 8/29/08
3441 lab 6:45 - 10:00pm Th S.W. LOCKWOOD NU 149
Class starts 8/30/08

Emergency Department Assistant 013 2.00 Units
Emergency Medical Technician-Refrresher
Prerequisite: Current certification as a California EMT-1. Certification as a California EMT-1. This 48-hour, plus didactic and skills testing, recertification refresher class for EMT-1, reviews all the content and skills as required for recertification. Attendance in the first lecture class of EDA 10A is required. Upon successful completion of skills, theory review and testing, student will be eligible to apply for the L.A. County EMT-1 recertification examination. Note: the hours required for this class are determined by the certifying agency.
Evening Class
3442 lec 6:45 - 8:50pm T J.S. LOCKWOOD NU 133

Emergency Department Assistant 911, 921, 931, 941 1-4 Units
Cooperative Education (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 - 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 - 6:35pm Th J.I. NARANJO OV2
**** 5:30 - 6:35pm W J.I. NARANJO OV2
**ENGINEERING TECHNICIAN**

Division Chair: Lauren McKenzie, 310-233-4500, mckenzlj@lahc.edu
Questions: Len Glover, 310-233-4272, gloverlw@lahc.edu

### ENGINEERING TECHNICIAN 048  3.00 Units
**TECHNICAL MATHEMATICS I**
This course provides a review of arithmetic functions for all students. Topics covered are: whole numbers, fractions, ratios & percents, decimals, word problems and introduction to the scientific or engineering calculator. Operations involving addition, subtraction, multiplication and division are included.

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>M W 9:35 - 10:50am</td>
<td>L. MEGGERSON</td>
<td>T 110</td>
</tr>
</tbody>
</table>

**Evening Class**

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:30 - 9:40pm</td>
<td>R. J. BROAS</td>
<td>T 110</td>
</tr>
</tbody>
</table>

### ENGINEERING TECHNICIAN 049  5.00 Units
**TECHNICAL MATHEMATICS II**
This course in technical mathematics includes the operation of the calculator, signed numbers, powers of ten notation, operations with algebraic expressions, fractional expressions, functions, quadratic solutions, engineering & scientific notation, graphing, and application of mathematics to technical applications. Successful completion of this class (C or better), meets the math competency requirement for graduation under plans A and B.

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>T Th 9:35 - 12:05pm</td>
<td>L. W. GLOVER</td>
<td>T 115</td>
</tr>
</tbody>
</table>

**Evening Class**

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:00 - 8:30pm</td>
<td>L. W. GLOVER</td>
<td>T 113</td>
</tr>
</tbody>
</table>

### ENGINEERING TECHNICIAN 050A  2.50 Units
**TECHNICAL MATHEMATICS III - PART 1 A**
This course in engineering technology mathematics is the first half of the 5 unit ET-50 and covers a review of algebraic concepts, powers of ten and scientific notation, metric system, algebraic expressions, algebraic equations, factoring equations containing fractions, function notations, graphing, special products and factors, exponents and radicals, quadratic equations.

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>T Th 4:00 - 6:30pm</td>
<td>R. NADLER</td>
<td>T 110</td>
</tr>
</tbody>
</table>

### ENGINEERING TECHNICIAN 081  1.00 Units
**FABRICATION TECHNIQUES**
This course provides laboratory experience in fabrication principles utilized in the electronics & computer technology fields. Topics included are: familiarization & usage of hand tools, basic lathe & milling machine tools, sheet metal tools, soldering techniques, wire wrapping, drilling/tapping procedures, and fabricating enclosures to specs. Students learn to use vernier calipers, corner notchers, pan & brake, drill press, band saw and belt sanders. Students complete lab projects to demonstrate their proficiency in basic fabrication techniques.

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>F 12:45 - 3:50pm</td>
<td>M. D. GLOVER</td>
<td>T 113</td>
</tr>
<tr>
<td>S 10:00 - 12:50pm</td>
<td>STAFF</td>
<td>T 113</td>
</tr>
</tbody>
</table>

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**ENGINEERING, GENERAL**

Division Chair: Lauren McKenzie, 310-233-4500, mckenzlj@lahc.edu
Questions: Craig Sutherland, 310-233-4271, suthercd@lahc.edu

### ENGINEERING, GENERAL 111  3.00 Units
**INTRODUCTION TO ENGINEERING DRAFTING (UC:CSU)**
Prerequisite: General Engineering 912 or one year of high school or college drafting or equivalent.
Applies drafting to the latest microfilm and ANSI regulations. Includes geometrical tolerancing, screw threads, gears, castings, auxiliaries and metric conversion. Students are required to provide $5.00 worth of instructional and other materials.

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>T Th 11:10 - 11:40am</td>
<td>T Th STAFF</td>
<td>T 115</td>
</tr>
<tr>
<td>&amp; lab 11:40 - 2:10pm</td>
<td>STAFF</td>
<td>T 115</td>
</tr>
</tbody>
</table>

**Evening Class**

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>T Th 6:00 - 7:30pm</td>
<td>W. L. HEFFERN</td>
<td>T 115</td>
</tr>
<tr>
<td>&amp; lab 7:30 - 10:00pm</td>
<td>W. L. HEFFERN</td>
<td>T 115</td>
</tr>
</tbody>
</table>

### ENGINEERING, GENERAL 111A  1.50 Units
**INTRODUCTION TO ENGINEERING DRAFTING A (UC:CSU)**
Outreach Class

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTWThF 8:00 - 8:15am</td>
<td>H. HUETTEMEYER</td>
<td>PVP HS</td>
</tr>
<tr>
<td>&amp; lab 8:15 - 9:20am</td>
<td>H. HUETTEMEYER</td>
<td>PVP HS</td>
</tr>
</tbody>
</table>

Note: Class starts 9/10/08, Ends 12/14/08

### ENGINEERING, GENERAL 912  3.00 Units
**ELEMENARY ENGINEERING DRAFTING**
Prerequisites: None. Sketching and drafting techniques for beginners. Includes orthogonalics, dimensioning, sectioning, auxiliaries, isometrics, screw threads and assemblies. Also covers metric. Students are required to provide $5.00 worth of instructional and other materials in order to complete this class.

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>M W 11:10 - 11:40am</td>
<td>C. D. SUTHERLAND</td>
</tr>
<tr>
<td>&amp; lab 11:40 - 3:10pm</td>
<td>C. D. SUTHERLAND</td>
</tr>
</tbody>
</table>

**Evening Class**

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>M W 6:00 - 6:30pm</td>
<td>C. D. SUTHERLAND</td>
</tr>
<tr>
<td>&amp; lab 6:30 - 9:00pm</td>
<td>C. D. SUTHERLAND</td>
</tr>
</tbody>
</table>

### ENGINEERING GENERAL 911, 921, 931, 941  1-4 Units
**COOPERATIVE EDUCATION (CSU) RPT 3**
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:45 – 1:50pm</td>
<td>J. J. NARANJO</td>
<td>OV2</td>
</tr>
</tbody>
</table>

**Evening Classes**

<table>
<thead>
<tr>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:30 – 6:35pm</td>
<td>J. J. NARANJO</td>
<td>OV2</td>
</tr>
<tr>
<td>5:30 – 6:35pm</td>
<td>J. J. NARANJO</td>
<td>OV2</td>
</tr>
</tbody>
</table>

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**Education Changes Everything**
**English Course Sequence**

**English as a Second Language Course Sequence**
(English ESL Sequence)

- **ESL 1**
- **ESL 2**
- **ESL 3**

**English Course Sequence**
(English ENL Sequence)

- **Developmental Communications 35**
  - 3 units
  - Reading Fundamentals
  - Non-Degree Applicable

- **Developmental Communications 20**
  - 6 units
  - Reading & Writing Skills
  - Non-Degree Applicable

- **English 21 or 73**
  - 3 units
  - Credit/Non-Credit
  - English Fundamentals
  - Non-Degree Applicable

- **English 28 or 31**
  - 3 units / 5 units
  - Intermediate Composition & Critical Reading
  - AA/AS Degree

- **English 101**
  - 3 units
  - Freshman English. College Reading & Composition I
  - UC:CSU Transferable

**Important Notice:**
All new students must take an English assessment exam prior to enrolling in any English course. Following the initial placement, students advance in the sequence by successfully completing the course with a grade of “C” or better, not by retesting.

The English Department does not offer credit by examination.

**Literature Courses**
Transfer to UC & CSU

- English 102 College Reading & Composition II
- English 203/204 World Literature I & II
- English 205/206 English Literature I & II
- English 207/208 American Literature I & II
- English 209 California Literature
- English 214 Contemporary Literature
- English 215 Shakespeare I
- English 218 Children’s Literature (not UC transferable)
- English 219 Literature of American Ethnic Groups
- English 234 Afro-American Literature
- English 239 Women in Literature
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Type</th>
<th>Units</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH 021</td>
<td>3.00</td>
<td>ENGLISH FUNDAMENTALS (NDA)</td>
<td>A grade of “C” or better in Developmental Communications 20 or appropriate score on assessment test. English 21 is an entry-level course which emphasizes improvement of writing skills, including grammar, punctuation, paragraph and short essay development. This is a credit/no credit class.</td>
<td>0190 lec 8:00 - 9:25am M W</td>
<td>K. GUTIERREZ</td>
<td>GC 211</td>
</tr>
<tr>
<td>ENGLISH 028</td>
<td>3.00</td>
<td>INTERMEDIATE READING AND COMPOSITION</td>
<td>A grade of “C” or better in English 21 or English 73 or appropriate score on assessment test. English 28 is the final preparatory course in composition and critical reading. Emphasis is placed on a review of grammar, mechanics, and paragraph writing. Students will write essays on various rhetorical patterns and will be introduced to research techniques. It is designed to assist the student to make the transition to English 101.</td>
<td>0198 lec 8:00 - 9:25am T Th</td>
<td>A. CRUM</td>
<td>CV 1</td>
</tr>
<tr>
<td>ENGLISH 067</td>
<td>0.50</td>
<td>WRITING LABORATORY (NDA) (RPT 3)</td>
<td>A grade of “C” or better in English 28 or English 31 or appropriate score on assessment test. This class is open-entry. Recommended for any student desiring to improve writing skills.</td>
<td>0211 lab 1:05 hrs/wk TBA</td>
<td>C. CARRILLO</td>
<td>LAC 104A</td>
</tr>
<tr>
<td>ENGLISH 073</td>
<td>3.00</td>
<td>BEGINNING COLLEGE READING AND WRITING (NDA)</td>
<td>Developmental Communications 20 or assessment score. English fundamentals including grammar, spelling, punctuation, and construction of sentences are taught in their application to this introductory composition course. This course prepares students for English 28 and serves as an alternative to English 21.</td>
<td>3175 lec 7:05 - 9:35pm T Th</td>
<td>A. IMBARUS</td>
<td>CV 6</td>
</tr>
<tr>
<td>ENGLISH 084</td>
<td>5.00</td>
<td>COLLEGE ENGLISH AS A SECOND LANGUAGE I (NDA)</td>
<td>A grade of “C” or better in English 85 or assignment as result of ESL assessment test. Designed for students whose native language is NOT English but who have had some exposure to English language instruction. Provides practice in the four communication skills (listening, speaking, reading, writing) with emphasis on reading, writing and sentence structure.</td>
<td>0213 lec 11:10 - 1:40pm T Th</td>
<td>G.R. HENDRICKS</td>
<td>SCI 209</td>
</tr>
<tr>
<td>ENGLISH 085</td>
<td>5.00</td>
<td>COLLEGE ENGLISH AS A SECOND LANGUAGE II</td>
<td>A grade of “C” or better in English 85 or assignment as result of ESL assessment test. Continuation of work on the English language.</td>
<td>0214 lec 11:10 - 1:40pm T Th</td>
<td>D.D. SHANNON</td>
<td>GC 209</td>
</tr>
<tr>
<td>ENGLISH 086</td>
<td>5.00</td>
<td>COLLEGE ENGLISH AS A SECOND LANGUAGE III (UC: CSU)</td>
<td>A grade of “C” or better in English 85 or assignment as result of ESL assessment test. Designed for the high, intermediate, low, and advanced students of ESL. This course, which provides further practice in grammar, vocabulary and reading, focuses on the writing of longer paragraphs and essays with emphasis on organization.</td>
<td>0215 lec 11:10 - 1:40pm T Th</td>
<td>P.F. GRADY</td>
<td>CV 2</td>
</tr>
<tr>
<td>ENGLISH 101</td>
<td>3.00</td>
<td>COLLEGE READING AND COMPOSITION I (UC:CSU)</td>
<td>A grade of “C” or better in English 28 or English 31 or appropriate score on assessment test. English 101 is a transfer Reading &amp; Composition course designed to prepare students to handle a wide range of college writing assignments and to acquire the analytic skills necessary for effective academic preparation. Stress is placed on the organization and composition of objective expository and argumentative essays, including the research paper.</td>
<td>0216 lec 8:00 - 9:25am</td>
<td>L. GAYDOSH</td>
<td>CV 1</td>
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<td>0217 lec 8:00 - 9:25am</td>
<td>L. GAYDOSH</td>
<td>CV 1</td>
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<td>0218 lec 8:00 - 9:25am</td>
<td>J.R. CORBALLY</td>
<td>CV 2</td>
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<td>0219 lec 8:00 - 9:25am</td>
<td>D.D. DUMARS</td>
<td>CV 3</td>
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<td>0220 lec 8:00 - 9:25am</td>
<td>STAFF</td>
<td>CV 1</td>
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www.lahc.edu
ENGLISH 102 3.00 Units
COLLEGE READING AND COMPOSITION II (UC:CSU)
Prerequisite: A grade of “C” or better in English 101.
Continues the development of skillful reading and writing, using the material of short stories, plays, and poetry.
0233 lec 8:00 - 9:25am M W K. J. STODDARD GC 209
0234 lec 8:00 - 9:25am T Th P. E. WATKINS CV 2
0235 lec 9:35 - 10:00am M W A. L. WARREN CV 1
0236 lec 9:35 - 10:00am T Th J. R. CORBALLY CV 1
0238 lec 11:10 - 12:35pm M W D. M. DREW FA 100

Evening Classes
3184 lec 6:45 - 7:55pm T J. R. GROOMS CV 2
3185 lec 6:55 - 7:50pm M P. A. DASKIVICH CV 3
4912 lec 5:45 - 7:50pm T J. R. GROOMS MU 138
& lec 7:55 - 10:00am S J. R. HUDDSON MU 138
& lec 2:25 hrs/wk TBA - J. R. HUDDSON MU 138

PACE class - Starts 10/28/08, Ends 12/20/08

ENGLISH 137 1.00 Units
LIBRARY RESEARCH AND BIBLIOGRAPHY (UC:CSU)
Concurrent enrollment or prior completion of English 101.
The student locates, evaluates, interprets, and organizes information from a wide variety of library sources with the object of producing a research paper.
0240 lec 2:20 - 3:25pm T P. E. WATKINS CV 3
0241 lec 2:20 - 3:25pm W D. J. HUDSON GC 103

ENGLISH 203 3.00 Units
WORLD LITERATURE I (UC:CSU)
Prerequisite: A grade of “C” or better in English 101.
A survey of literature of the Western World, from the Golden Age of Greece to the Renaissance.
7624 lec 3:10 hrs/wk TBA - J. R. CORBALLY INTERNET
Contact jcorbally@earthlink.net as soon as you register.

ENGLISH 204 3.00 Units
WORLD LITERATURE II (UC:CSU)
Prerequisite: A grade of “C” or better in English 101.
The subject matter in English 203 is continued. Selections include Neo-Classic, Romantic, Realistic and modern periods.
7625 lec 3:10 hrs/wk TBA - J. R. CORBALLY INTERNET
Contact jcorbally@earthlink.net as soon as you register.

ENGLISH 205 3.00 Units
ENGLISH LITERATURE I (UC:CSU)
Prerequisite: A grade of “C” or better in English 101.
The literature of England from the old English period to the late Neo-Classical period.
7626 lec 3:10 hrs/wk TBA - A. L. WARREN INTERNET
Contact annw708@earthlink.net as soon as you register.

ENGLISH 206 3.00 Units
ENGLISH LITERATURE II (UC:CSU)
Prerequisite: A grade of “C” or better in English 101.
This course is a continuation of English 205. British literature of the Romantic, Victorian, and Modern periods is read and discussed.
7627 lec 3:10 hrs/wk TBA - A. L. WARREN INTERNET
Contact annw708@earthlink.net as soon as you register.

ENGLISH 207 3.00 Units
AMERICAN LITERATURE I (UC:CSU)
Prerequisite: A grade of “C” or better in English 101.
This course introduces American writers and writings from colonial times to 1865. Students will become acquainted with writers who suggest the diversity of subject and opinion in American literature.
0245 lec 9:00 - 12:10pm F S. W. MCMURRAY CV 5

ENGLISH 211 3.00 Units
FICTION (UC:CSU) (RPT 1)
Prerequisite: A grade of “C” or better in English 101.
This course is a literary survey of the English and American novel from the beginnings of the 18th century to the present.
0246 lec 9:00 - 12:10pm F S. W. MCMURRAY CV 5
ENGLISH 212 3.00 Units
POETRY (UC:CSU) (RPT 1)
Prerequisite: A grade of "C" or better in English 101.
A study of selected American, British, and continental poems. This course is designed to increase the student's understanding and appreciation of poetic forms and their historical development. Critical reading and writing are stressed.
0247 lec 9:00 - 12:10pm F S.W. MCMURRAY CV 5

ENGLISH 214 3.00 Units
CONTEMPORARY LITERATURE (UC:CSU)
Prerequisite: A grade of "C" or better in English 101.
Representative examples of post World War II literature are studied in this course. Works will be examined in light of their literary attributes and their reflections of the complexities of contemporary life, values and thought.
7628 lec 3:10 hrs/wk TBA - A.L. WARREN INTERNET
Contact annw708@earthlink.net as soon as you register.

ENGLISH 215 3.00 Units
SHAKESPEARE I (UC:CSU)
Prerequisite: A grade of "C" or better in English 101.
An introductory course to Shakespeare. Course will cover theatrical background, major plays and poetry.
7629 lec 3:10 hrs/wk TBA - A.L. WARREN INTERNET
Contact annw708@earthlink.net as soon as you register.

ENGLISH 218 3.00 Units
CHILDREN'S LITERATURE
Prerequisite: A grade of "C" or better in English 101.
In this survey course we will analyze picture books, folk tales, fantasy and modern realism written for children from pre-schoolers to teens.
Evening Class
3188 lec 3:30 - 6:40pm T S.W. MCMURRAY CV 3
Internet Class
7630 lec 3:10 hrs/wk TBA - J.R. CORBALLY INTERNET
Contact jcorbally@earthlink.net as soon as you register.

ENGLISH 219 3.00 Units
THE LITERATURE OF AMERICAN ETHNIC GROUPS (UC:CSU)
Prerequisite: A grade of "C" or better in English 101.
Through various readings students will visit diverse cultures in order to grasp content and meaning of the work, to look beyond plot to infer what a given author's views are regarding people's actions, what motivates them, and how they deal with other human beings and with conflicts that confront them as it relates to ethnicity.
7631 lec 3:10 hrs/wk TBA - P.E. WATKINS INTERNET
Contact pewat776@hotmail.com as soon as you register.

ENGLISH 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
* 12:45 - 1:50pm F J.I. NARANJO OV2
Evening Classes
* 5:30 - 6:35pm T J.I. NARANJO OV2
* 5:30 - 6:35pm W J.I. NARANJO OV2

ENGLISH AS A SECOND LANGUAGE
Division Chair Carmen Carrillo, 310-233-4250, carrilc@lahc.edu

ENGLISH AS A SECOND LANGUAGE 003B 3.00 Units
COLLEGE ESL III:WRITING/GRAMMAR: READING/VOC:LIST/SPEAK 3B (CSU)
This course is designed for ESL students at the low-intermediate level. The course assists students in improving their listening and speaking skills to prepare for college work. Students will work on increasing listening comprehension skills through active listening practice involving responding to questions, taking dictation, and recording information. Students will participate in speaking activities involving interviews, formal and informal discussion, and informal debate on familiar topics.
0308 lec 11:10 - 12:35pm T Th B.C. JOHNSON B 18

ENVIRONMENTAL DESIGN
Division Chair: Mark Wood, 310-233-4425, woodmd@lahc.edu
Department Chair: Michael Song 310-233-4167, songm@lahc.edu

ENVIRONMENTAL DESIGN 101 3.00 Units
ENVIRONMENTAL DESIGN
Covers form and composition through two and three-dimensional drawing media. Students are required to provide $15.00 worth of instructional and other materials in order to complete this class.
0345 lab 11:10 - 11:40am M W O.A. WAKITA T 111
& lab 11:45 - 1:15pm M W O.A. WAKITA T 111
Evening Class
3222 lec 6:55 - 8:00pm M W M. SONG T 111
& lab 8:05 - 10:05pm M W N. BAKHOUUM T 111

ENVIRONMENTAL SCIENCE
Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

ENVIRONMENTAL SCIENCE 001 3.00 Units
THE HUMAN ENVIRONMENT: PHYSICAL PROCESSES (UC:CSU)
An introductory study of the physical processes affecting earth environments, and the human use and modifications of those environments. Includes discussions on natural hazards like Earthquakes, Volcanism, Floods, Landslides, etc. Special reference given to human needs in Energy, Freshwater, and Waste Disposal. Includes field trips to local areas of interest.
0684 lec 9:00 - 12:10pm Th T. MUNASINGHE SCI 210

www.lahc.edu
ENVIRONMENTAL SCIENCE 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
****  5:30 – 6:35pm T J.I. NARANJO OV2
****  5:30 – 6:35pm W J.I. NARANJO OV2

FAMILY AND CONSUMER STUDIES
Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

FAMILY AND CONSUMER STUDIES 021 3.00 Units
NUTRITION (UC:CSU)
Basic scientific concepts of human nutrition throughout life. Achieving and maintaining optimum health.
0700 lec 11:10 - 12:35pm M W J.E. PARKER SCI 211
Evening Class 3510 lec 6:50 - 10:00pm W C.L. LATULIP SCI 213

FAMILY AND CONSUMER STUDIES 048 0.50 Units
FOOD SAFETY TRAINING (NDA) (RPT 3)
Meets L.A. County Code/Ordinance #97-0071 for food handler certification. Certified Food Handler exam fee - $25.00 (optional)
7094 lec 8:00 - 5:00pm T C.L. LATULIP SCI 213
Class meets one Saturday, 10/18/2008.

FAMILY AND CONSUMER STUDIES 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
****  5:30 – 6:35pm T J.I. NARANJO OV2
****  5:30 – 6:35pm W J.I. NARANJO OV2

FIRE TECHNOLOGY
Division Chair: Brad Young, 310-233-4262, younghb@lahc.edu

FIRE TECHNOLOGY 201 3.00 Units
FIRE PROTECTION ORGANIZATION
Introduction of the fire service, fire prevention and other fire department functions. Information is provided regarding civil service and related municipal and national agencies.
0591 lec 2:00 - 5:20pm Th R.T. ROJO GC 103

FIRE TECHNOLOGY 203 3.00 Units
FIRE PROTECTION EQUIPMENT AND SYSTEMS
Prerequisite: Fire Technology 1, professional firefighting or related experience, or equivalent.
Evening Class 3443 lec 6:45 - 10:05pm M STAFF NU 133
Class starts 9/08/08

FIRE TECHNOLOGY 210 3.00 Units
FIRE COMPANY ORGANIZATION AND PROCEDURE
This course is the study of the practical application of records, reports and company training; the history and authority of the fire company; equipment and building maintenance; work organization; discipline and morale.
Evening Class 3445 lec 6:55 - 10:05pm W M.J. THOMAS CV 8

FIRE TECHNOLOGY 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
****  5:30 – 6:35pm T J.I. NARANJO OV2
****  5:30 – 6:35pm W J.I. NARANJO OV2

FINANCE
Division Chair: Stanley Sandell, 310-233-4177, sandelss@lahc.edu

FINANCE 002 3.00 Units
INVESTMENTS
This course covers investment principles, types, markets, and sources of information. This class is offered once a year.
Evening Class 3139 lec 6:50 - 10:00pm Th S.S. KELLEHER BU 106

FINANCE 008 3.00 Units
PERSONAL FINANCE AND INVESTMENTS
Learn the skill of managing your credit and investments. Students will learn techniques of financial planning.
Evening Class 3126 lec 6:50 - 10:00pm W G. KOLAROV BU 108
FRENCH
Division Chair: Carmen Carrillo, 310-233-4250, carrilc@lahc.edu

FRENCH 001  5.00 Units
ELEMENTARY FRENCH I (UC:CSU)
This course stresses the fundamentals of French pronunciation and grammar; the building of a practical basic vocabulary; and the development of the ability to speak, understand, read, and write simple French.

Evening Class
3191 lec  7:05 -  9:35pm M W  S. BAE  GC 208

FRENCH 002  5.00 Units
ELEMENTARY FRENCH II (UC:CSU)
Prerequisite: A grade of “C” or better in French 1, or two years of high school French, or equivalent.

This course completes the study of elementary French grammar. It provides continued practice in speaking, reading, and writing simple French. The reading selections illustrate French culture.

0277 lec  8:00 - 10:30am T Th  C.R. CALOIA  GC 209
Outreach Class
6029 lec  3:00 -  6:00pm T Th  N.E. TAMER  CHS
13 Week Class - Starts 9/16/08, Ends 12/11/08

FRENCH 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

****  12:45 – 1:50pm  F  J.J. NARANJO  OV2
Evening Classes
****  5:30 – 6:35pm  T  J.J. NARANJO  OV2
****  5:30 – 6:35pm  W  J.J. NARANJO  OV2

GED PREP COURSES
Do you need help getting your GED?
Harbor College offers an exciting GED preparation program that allows you...
* to improve basic skills and get college credit
* to learn in a college environment
* to work at your own pace
* to access GED subjects in a computer database system

This program also offers...
* small classes/individualized instruction
* Financial Aid for qualified students

For more information, call (310) 233-4447 or stop in at the Job Placement and Training Center, OV2.

LEARNING SKILLS 001A  1.00 Units
READING A (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction based on diagnostic assessment results. Modules in decoding, comprehension; and text book reading skills are prescribed in order to strengthen skills necessary for success in other college classes.

**** lab  3:10 hrs/wk TBA  -  S. FASTEAU  LAC 107
1500 lab  12:30 - 2:30pm  T Th  N.S. VOGEL  GC 106
& lab  7:05 hrs/wk TBA  -  N.S. VOGEL  GC 106
Class Starts 9/2/08, Ends 10/2/08

LEARNING SKILLS 001B  1.00 Units
READING B (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction based on diagnostic assessment results. Modules in decoding, comprehension; and text book reading skills are prescribed in order to strengthen skills necessary for success in other college classes.

**** lab  3:10 hrs/wk TBA  -  S. FASTEAU  LAC 107
1501 lab  12:30 - 2:30pm  T Th  N.S. VOGEL  GC 106
& lab  6:10 hrs/wk TBA  -  N.S. VOGEL  GC 106
Class Starts 10/7/08, Ends 11/6/08

LEARNING SKILLS 001C  1.00 Units
READING C (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction based on diagnostic assessment results. Modules in decoding, comprehension; and text book reading skills are prescribed in order to strengthen skills necessary for success in other college classes.

1502 lab  12:30 - 2:30pm  T Th  N.S. VOGEL  GC 106
& lab  7:05 hrs/wk TBA  -  N.S. VOGEL  GC 106
Class Starts 11/1/08, Ends 12/1/08

For Emergencies Only - Emergency phones are located in Parking Lots 2, 6, & 8 - Just pick up and you will be connected to Sheriff’s office
Escort Service – available upon request
8:00 a.m. – 10:30 p.m. Mon-Fri, 7:00 a.m. – 6:00 p.m Sat.

Open 24 HOURS A DAY including holidays.
Location: PE 138, NorthEast side of Physical Education Building
Phone: 310-233-4600
LEARNING SKILLS 010A  1.00 Units
MATHEMATICS FUNDAMENTALS A (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction
designed to build skills for entry into basic math classes and other college
courses. Based on a diagnostic assessment, assigned modules will provide
self-paced instruction related to students' individual problem areas.
1503 lec 9:30 - 11:00am T Th  N.S. VOGEL  GC 106
Class Starts 9/2/08, Ends 10/2/08

LEARNING SKILLS 010B  1.00 Units
MATHEMATICS FUNDAMENTALS B (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction
designed to build skills for entry into basic math classes and other college
courses. Based on a diagnostic assessment, assigned modules will provide
self-paced instruction related to students' individual problem areas.
  ****  lab 2:05 hrs/wk TBA -  S. FASTEAU  LAC 107
  1504 lab 9:30 - 12:00pm T Th  N.S. VOGEL  GC 106
  &  lab 1:20 hrs/wk TBA -  N.S. VOGEL  GC 106
Class Starts 10/7/08, Ends 11/6/08

LEARNING SKILLS 010C  1.00 Units
MATHEMATICS FUNDAMENTALS C (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction
designed to build skills for entry into basic math classes and other college
courses. Based on a diagnostic assessment, assigned modules will provide
self-paced instruction related to students' individual problem areas.
  ****  lab 2:05 hrs/wk TBA -  S. FASTEAU  LAC 107
  1505 lab 9:30 - 12:00pm T Th  N.S. VOGEL  GC 106
  &  lab 2:05 hrs/wk TBA -  N.S. VOGEL  GC 106
Class Starts 11/11/08, Ends 12/11/08

LEARNING SKILLS 041  3.00 Units
STUDY STRATEGIES FOR THE LEARNING DISABLED (NDA) (RPT 2)
Designed for students with learning disabilities, this class addresses skills in time
management, organization, library use, reading textbooks, notetaking, memory
test taking and stress reduction.
  0109 lec 9:35 - 11:00am T Th  S. FASTEAU  GC 108

GEOGRAPHY
Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

GEOGRAPHY 001  3.00 Units
PHYSICAL GEOGRAPHY (UC:CSU)
An exploration of the atmosphere, hydrosphere, biosphere, and lithosphere.
Major topics are earth-sun relations, mapping and satellite imagery, weather
and climate patterns, ecology, soils, plate tectonics, landform development, and
human impacts on the environment. This is a foundation course for students
interested in the earth sciences and environmental studies, as well as a major
in geography. Field trips and nature walks are a regular part of the course.
  0676 lec 9:35 - 11:00am M W  M.P. RENFREW  CV 4
  0682 lec 11:10 - 12:35pm M W  M.P. RENFREW  CV 4
   Evening Class
   3508 lec 5:20 - 6:45pm M W  M.P. RENFREW  CV 4

  4905 lec 7:55 - 10:00pm T  J. QUINTERO  GC 208
  &  lec 10:15 - 12:20pm S  J. QUINTERO  GC 208
  &  lec 2:25 hrs/wk TBA -  J. QUINTERO  GC 208
PACE class - Starts 10/2/08, Ends 12/2/08

GEOGRAPHY 007  3.00 Units
WORLD REGIONAL GEOGRAPHY (UC:CSU)
This course examines the physical and cultural environments of Europe, Latin
America, the Middle East, Africa, Asia, and the Pacific. Physical
landscapes, climates, population, cultural patterns, livelihoods, and international
connections are all explored.
   Evening Class
   3488 lec 6:55 - 10:05pm W  M.P. RENFREW  CV 4
Outreach Class
   6034 lec 3:00 - 5:10pm M W  E. PEPRAH  BHS
19 Week Class - Starts 9/15/08, Ends 12/10/08

GEOGRAPHY 015  2.00 Units
PHYSICAL GEOLOGY LABORATORY (UC:CSU)
Prerequisite or Corequisite: Geography 1 (may be taken previously).
Using maps, lab manual diagrams and exercises, aerial photos, plants, soils,
and rocks, students will examine earth-sun relationships, the science of maps,
weather and climate, biological adaptations, and types of landforms.
  0658 lec 6:55 - 8:00pm M  M.P. RENFREW  CV 4
  &  lab 8:05 - 10:10pm M  M.P. RENFREW  CV 4

GEOGRAPHY 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll
in 1-4 units of Cooperative Education at one of the following times during the first or
second week of the semester.
  ****  12:45 - 1:50pm F  J.I. NARANJO  OV2
Evening Classes
  ****  5:30 - 6:35pm T  J.I. NARANJO  OV2
  ****  5:30 - 6:35pm W  J.I. NARANJO  OV2

GEOLOGY
Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

GEOLOGY 001  3.00 Units
PHYSICAL GEOLOGY (UC:CSU)
Recommended corequisite: Geology 6.
This course introduces students to planet Earth features like rocks and minerals,
volcanoes, mountain ranges, deserts, and internal processes such as plate
tectonics, earthquakes, mountain building, and surface processes including
erosion, landslides, and groundwater movement. Includes field trips to coastal
southern California.
  0682 lec 11:10 - 12:35pm M W  T. MUNASINGHE  SCI 210

GEOLOGY 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll
in 1-4 units of Cooperative Education at one of the following times during the first or
second week of the semester.
  ****  12:45 - 1:50pm F  J.I. NARANJO  OV2
Evening Classes
  ****  5:30 - 6:35pm T  J.I. NARANJO  OV2
  ****  5:30 - 6:35pm W  J.I. NARANJO  OV2
HEALTH

Division Chair: Nabeel Barakat, 310-233-4351, barakanm@lahc.edu

HEALTH 002 3.00 Units
HEALTH AND FITNESS (UC:CSU)
Explores the basic fundamentals of Physical Fitness. It involves lecture and laboratory assessment of each student's physical fitness status resulting in an individualized physical fitness program. Health 2 meets the health and physical requirements for the Associate in Arts degree.

0610 lec 11:10 - 12:15pm M W  D.M. WEEMS PE 101
& lab 12:15 - 1:20pm M W  D.M. WEEMS PE 101
0612 lec 11:10 - 12:15pm T Th  D.M. WEEMS PE 101
& lab 12:15 - 1:20pm T Th  D.M. WEEMS PE 101

Evening Classes
3460 lec 5:45 - 7:50pm T L.D. WHITEHEAD PE 101
& lab 7:50 - 9:55pm T L.D. WHITEHEAD PE 101
3462 lec 5:40 - 7:45pm T C.M. COKER PE 101
& lab 7:45 - 9:50pm T C.M. COKER PE 101
4913 lec 5:45 - 7:50pm Th  T.L. LAWTON GC 206
& lab 7:55 - 10:00am S  T.L. LAWTON GC 206
& lec 2:05 hrs/wk TBA -  T.L. LAWTON GC 206
& lab 2:05 hrs/wk TBA -  T.L. LAWTON GC 206
PACE class - Starts 10/30/08, Ends 12/20/08
4917 lec 5:45 - 7:50pm W  T.L. LAWTON GC 206
& lab 7:55 - 10:00am S  T.L. LAWTON GC 206
& lec 2:05 hrs/wk TBA -  T.L. LAWTON GC 206
& lab 2:05 hrs/wk TBA - T.L. LAWTON GC 206
PACE class - Starts 9/30/08, Ends 10/25/08
4961 lec 7:55 - 10:00pm T  STAFF HBI
& lab 10:15 - 12:20pm S  STAFF HBI
& lec 2:05 hrs/wk TBA -  STAFF HBI
& lab 2:05 hrs/wk TBA - STAFF HBI
PACE Labor Track, Class Starts 9/28/08, Ends 10/25/08
4971 lec 7:55 - 10:00pm W  STAFF KHHC
& lec 10:15 - 12:20pm S  STAFF KHHC
& lab 2:25 hrs/wk TBA - STAFF KHHC
PACE class, Starts 9/28/08, Ends 10/25/08

HEALTH 006 3.00 Units
NUTRITION FOR HEALTHFUL LIVING AND FITNESS
ACTIVITIES (UC:CSU)
General health concerns of women, the relationship of nutrition to disease and basic nutrition theories are explored. Overall fitness is enhanced by participation in aerobic developmental and flexibility exercises. Health 6 meets the health and physical requirements for the Associate in Arts degree.

0626 lec 12:45 - 1:50pm M W  J.E. PARKER SCI 211
& lab 1:25 hrs/wk TBA - J.E. PARKER SCI 211

HEALTH 011 3.00 Units
PRINCIPLES OF HEALTHFUL LIVING (UC:CSU)
Credit is allowed only in one of Health 9, 10, or 11. This course offers concepts to use today and tomorrow as guidelines for self-paced responsible living in personal, community, vocational, and leadership roles.

0620 lec 8:00 - 9:25am M W  L. CORDOVA PE 101
0627 lec 9:35 - 11:00am M W  L. CORDOVA PE 101
0630 lec 8:00 - 9:25am T Th  C. STEVENSON PE 101
0633 lec 9:35 - 11:00am T Th  L. CORDOVA PE 101
Evening Class
3461 lec 6:45 - 9:55pm M  L. PANDEY PE 137

Internet Classes
7619 lec 3:10 hrs/wk TBA -  L. PANDEY INTERNET
7680 lec 3:10 hrs/wk TBA -  L. PANDEY INTERNET

HEALTH 012 3.00 Units
SAFETY EDUCATION AND FIRST AID (UC:CSU)
The course covers the standard and advanced courses of the American National Red Cross and qualifies successful candidates for First Aid certificates. CPR cards will be issued on completion of the course.

0638 lec 8:00 - 9:25am T Th  S. KOMAI PE 137

HEALTH 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

Evening Classes
**** 12:45 – 1:50pm F  J.I. NARANJO OV2

HISTORY

Division Chair: Brad Young, 310-233-4065, youngbj@lahc.edu

HISTORY 001 3.00 Units
INTRODUCTION TO WESTERN CIVILIZATION I (UC: CSU)
This course surveys the political, economic, social, religious, and intellectual activities of Western Civilization from the pre-history period through the fifteenth century. The study includes the ancient Middle East, Egypt, Greece, Rome, the Middle Ages, and the Renaissance.

0761 lec 8:00 - 11:00am M W  C.J. PATTERSON GC 103
Late Start Class - Starts 10/27/08, Ends 12/20/08
Evening Classes
3526 lec 6:55 - 10:05pm Th  M. EULA GC 105
**** lec 6:55 - 10:05pm Th  M. EULA GC 105
Honors Course. See honors counselor for approval to enroll in this class.

HISTORY 002 3.00 Units
INTRODUCTION TO WESTERN CIVILIZATION II (UC: CSU)
This course surveys Western Civilization from the Renaissance to the present. Major topics include the political, economic, and social organization of Europe with emphasis upon the rise of the nation state and industrialization. Europe’s expanding global influence in the nineteenth and twentieth centuries is also examined.

0720 lec 11:10 - 12:35pm M W  T.M. URSIC GC 202
0722 lec 8:00 - 11:20am M W  K.J. HITT GC 105
0722-Late Start Class Starts 10/20/08, Ends 12/22/08

HISTORY 006 3.00 Units
HISTORY OF THE AMERICAS II (UC:CSU)
This course is a continuation of the subject matter of History 5 with emphasis on the evolution of the American nations and peoples in the nineteenth and twentieth centuries. This course meets the California State University requirements for United States History.

0749 lec 8:00 - 11:35am F  C.J. PATTERSON GC 103
Evening Class
3529 lec 6:55 - 10:05pm T  STAFF B 1
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>HISTORY 011</td>
<td>POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES I (UC:CSU)</td>
<td>3.00</td>
<td>This course surveys the political, social, and economic history of the United States from the Colonial era to 1876. Emphasis is placed on the origin and implementation of the U.S. Constitution. This course meets the California State University requirements for United States History.</td>
</tr>
<tr>
<td>0721 lec</td>
<td>8:00 - 9:25am M W R.D. WEBER GC 202</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0723 lec</td>
<td>9:35 - 11:00am M W J.B. STANBERY GC 208</td>
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<tr>
<td>0725 lec</td>
<td>11:10 - 12:35pm M W C. PATTERSON GC 208</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0764 lec</td>
<td>8:00 - 10:10am F M.J. EULA GC 206</td>
<td></td>
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</tr>
<tr>
<td>Evening Classes</td>
<td>3532 lec 6:55 - 10:05pm T A.N. MILES GC 208</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>3533 lec</td>
<td>6:55 - 12:05pm T K.L. SMITH GC 208</td>
<td></td>
<td></td>
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<tr>
<td>4963 lec</td>
<td>7:55 - 10:00pm T STAFF HBI</td>
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<tr>
<td>&amp; lec 10:15 - 12:20pm S STAFF HBI</td>
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<tr>
<td>&amp; lec 2:25 hrs/wk TBA STAFF</td>
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<td>PACE Labor Track, Class Starts 10/28/08, Ends 12/20/08</td>
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<tr>
<td>4973 lec</td>
<td>7:55 - 10:00pm W STAFF KHHC</td>
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<tr>
<td>&amp; lec 10:15 - 12:20pm S STAFF KHHC</td>
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<tr>
<td>&amp; lec 2:25 hrs/wk TBA - STAFF KHHC</td>
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<tr>
<td>PACE Labor Track, Class Starts 10/28/08, Ends 12/20/08</td>
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<tr>
<th>Course Code</th>
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<th>Units</th>
<th>Description</th>
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<tbody>
<tr>
<td>HISTORY 012</td>
<td>POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU)</td>
<td>3.00</td>
<td>This course surveys the political, social, and economic history of the United States from 1876 to the present. This course meets the California State University requirements for United States History.</td>
</tr>
<tr>
<td>0724 lec</td>
<td>11:10 - 12:35pm M W STAFF B 1</td>
<td></td>
<td></td>
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<tr>
<td>0727 lec</td>
<td>8:00 - 9:25am T Th T.M. URSIC GC 202</td>
<td></td>
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<tr>
<td>0728 lec</td>
<td>9:35 - 11:00am M W R.D. WEBER GC 202</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0731 lec</td>
<td>11:10 - 12:35pm T Th T.M. URSIC GC 202</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evening Class</td>
<td>3531 lec 6:45 - 10:05pm K.J. HITT B 1</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>4923 lec</td>
<td>7:55 - 10:00pm W D.J. GATLIN GC 208</td>
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<tr>
<td>&amp; lec 10:15 - 12:20pm S D.J. GATLIN GC 208</td>
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<tr>
<td>&amp; lec 2:25 hrs/wk TBA D.J. GATLIN GC 206</td>
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<tr>
<td>PACE class - Starts 10/28/08, Ends 12/20/08</td>
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</tr>
<tr>
<td>Internet Class</td>
<td>7681 lec 3:10 hrs/wk TBA - T.E. JOINER INTERNET</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>Contact <a href="mailto:joinere@lahc.edu">joinere@lahc.edu</a> as soon as you register.</td>
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<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Description</th>
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<tbody>
<tr>
<td>HISTORY 019</td>
<td>HISTORY OF MEXICO (UC:CSU)</td>
<td>3.00</td>
<td>This course covers the basic history of Mexico including Indian Mexico, the Spanish conquest, War of Independence, the age of Santa Ana, the Period of Reform, and the Reign of Diaz. The Revolution of 1910 and the Period of Reconstruction are also included. A review of contemporary Mexico together with its cultural, social, political, and economic trends concludes the course.</td>
</tr>
<tr>
<td>0735 lec</td>
<td>12:45 - 2:10pm T Th P. CAREY B 1</td>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>HISTORY 020</td>
<td>HISTORY OF CALIFORNIA AND THE PACIFIC COAST (UC:CSU)</td>
<td>3.00</td>
<td>This course is a general survey of the history of the Pacific Coast. Emphasis is on the story of California through the explorations, the Spanish settlements, the Mexican regime, the gold rush, the North American conquest and occupation to statehood, and the subsequent growth of transportation and communication.</td>
</tr>
<tr>
<td>Evening Class</td>
<td>3536 lec 3:30 - 6:40pm W C.J. PATTERSON B 1</td>
<td>3.00</td>
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<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Description</th>
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<tbody>
<tr>
<td>HISTORY 041</td>
<td>THE AFRICAN AMERICAN IN THE HISTORY OF THE U.S. I (UC:CSU)</td>
<td>3.00</td>
<td>This course surveys United States history from the early colonial era through the Civil War and the Civil War with emphasis on the contribution of the African-American. Credit is allowed in only one of History 11, 41, or 43.</td>
</tr>
<tr>
<td>0732 lec</td>
<td>9:35 - 11:00am T Th K.E. CARTER GC 103</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evening Class</td>
<td>3537 lec 6:45 - 9:55pm M A.N. MILES B 1</td>
<td>3.00</td>
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<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>HISTORY 042</td>
<td>THE AFRICAN AMERICAN IN THE HISTORY OF THE U.S. II (UC:CSU)</td>
<td>3.00</td>
<td>History 41 is not a prerequisite for this course. Credit is allowed in only one of History 12, 42, or 44. This course surveys U.S. History from the end of the Civil War to the present time with special emphasis on the contribution of African-Americans. This course meets the California State University requirement for United States History.</td>
</tr>
<tr>
<td>0733 lec</td>
<td>11:10 - 12:35pm T Th K.E. CARTER GC 103</td>
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<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>HISTORY 043</td>
<td>THE MEXICAN-AMERICAN IN THE HISTORY OF THE UNITED STATES I (UC:CSU)</td>
<td>3.00</td>
<td>This course surveys U.S. history from the early colonial era through the Civil War focusing on the contribution of the Mexican-American. This course meets California State University requirements for United States history and the Constitution.</td>
</tr>
<tr>
<td>6032 lec</td>
<td>3:00 - 5:00pm M W F.C. SANDOVAL BHS</td>
<td></td>
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</tr>
<tr>
<td>10 Week Class - Starts 9/15/08, Ends 12/10/08</td>
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<tr>
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<th>Units</th>
<th>Description</th>
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<tbody>
<tr>
<td>HISTORY 044</td>
<td>THE MEXICAN-AMERICAN IN THE HISTORY OF THE UNITED STATES II (UC:CSU)</td>
<td>3.00</td>
<td>History 43 is not a prerequisite for this course. Credit is allowed in only one of History 44, 42, or 12. This course surveys United States history from 1877 to the present with emphasis on the contribution of the Mexican-American. Also included is a unit on California state government, the state constitution, and local governmental structures and issues.</td>
</tr>
<tr>
<td>0734 lec</td>
<td>8:00 - 9:25am T Th A.N. MILES B 1</td>
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<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>HISTORY 052</td>
<td>THE ROLE OF WOMEN IN THE HISTORY OF THE U.S. (UC:CSU)</td>
<td>3.00</td>
<td>This course surveys women's roles throughout U.S. History focusing on the influence of race, ethnicity, and status on women's experience. This course meets the California State University requirement for United States History.</td>
</tr>
<tr>
<td>0742 lec</td>
<td>12:45 - 2:10pm M W T.E. JOINER B 1</td>
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</tbody>
</table>
**HISTORY 086**  
**INTRODUCTION TO WORLD CIVILIZATION I (UC:CSU)**  
This course surveys world civilization from the pre-history period up to 1500 and includes a comparative study of social, economic, and political formation and their interaction with culture. Major topics include the development of major civilizations, migration and settlement patterns, religion, philosophy, and technology.

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<tr>
<th>Course</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>4911</td>
<td>7:55 - 10:00pm</td>
<td>T</td>
<td>GC 206</td>
<td>D.J. GATLIN</td>
</tr>
<tr>
<td>&amp;</td>
<td>10:15 - 12:20pm</td>
<td>S</td>
<td>GC 206</td>
<td>D.J. GATLIN</td>
</tr>
<tr>
<td>&amp;</td>
<td>2:25 hrs/wk</td>
<td>TBA</td>
<td>GC 206</td>
<td>D.J. GATLIN</td>
</tr>
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</table>

**HUMANITIES 006**  
**GREAT PEOPLE, GREAT AGES (UC:CSU) (RPT 1)**

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<tr>
<th>Course</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4931</td>
<td>7:55 - 10:00pm</td>
<td>W</td>
<td>GC 202</td>
<td>M.D. REDDICK</td>
</tr>
<tr>
<td>&amp;</td>
<td>10:15 - 12:00pm</td>
<td>S</td>
<td>GC 202</td>
<td>M.D. REDDICK</td>
</tr>
<tr>
<td>&amp;</td>
<td>2:25 hrs/wk</td>
<td>TBA</td>
<td>GC 202</td>
<td>M.D. REDDICK</td>
</tr>
</tbody>
</table>

**HUMANITIES 017**  
**FILM APPRECIATION (UC:CSU)**

A survey of motion pictures and changing social attitudes in film from the silent era to the present.

<table>
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<th>Course</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>4909</td>
<td>5:45 - 8:00pm</td>
<td>T</td>
<td>GC 206</td>
<td>D.R. OSHAUGHNESSY</td>
</tr>
<tr>
<td>&amp;</td>
<td>8:00 - 10:05am</td>
<td>S</td>
<td>GC 206</td>
<td>D.R. OSHAUGHNESSY</td>
</tr>
<tr>
<td>&amp;</td>
<td>2:05 hrs/wk</td>
<td>TBA</td>
<td>GC 206</td>
<td>D.R. OSHAUGHNESSY</td>
</tr>
</tbody>
</table>

**HUMANITIES 031**  
**PEOPLE IN CONTEMPORARY SOCIETY (UC:CSU)**

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<tr>
<th>Course</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>4914</td>
<td>7:55 - 10:00pm</td>
<td>T</td>
<td>MU 138</td>
<td>D.R. OSHAUGHNESSY</td>
</tr>
<tr>
<td>&amp;</td>
<td>10:15 - 12:20pm</td>
<td>S</td>
<td>MU 138</td>
<td>D.R. OSHAUGHNESSY</td>
</tr>
<tr>
<td>&amp;</td>
<td>2:25 hrs/wk</td>
<td>TBA</td>
<td>MU 138</td>
<td>D.R. OSHAUGHNESSY</td>
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</table>

**HUMANITIES 060**  
**PEOPLE AND THEIR WORLD: TECHNOLOGY AND THE HUMANITIES (UC:CSU)**

The purpose of this course is to involve the student in a study of the urban environment and society. The approach of the course is interdisciplinary, involving such disciplines as: art, music, literature, drama, philosophy, technology, and history. The emphasis is on exploring the interaction of the individual and society. The interrelationship of humanities and technology within modern society is discussed for the student to gain a better understanding of the modern world and its culture.

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<th>Course</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>4918</td>
<td>7:55 - 10:00pm</td>
<td>W</td>
<td>MU 138</td>
<td>J. I. NARANJO</td>
</tr>
<tr>
<td>&amp;</td>
<td>10:15 - 12:20pm</td>
<td>S</td>
<td>MU 138</td>
<td>J. I. NARANJO</td>
</tr>
<tr>
<td>&amp;</td>
<td>2:25 hrs/wk</td>
<td>TBA</td>
<td>MU 138</td>
<td>J. I. NARANJO</td>
</tr>
</tbody>
</table>

**HUMANITIES 911, 921, 931, 941**  
**COOPERATIVE EDUCATION (CSU) RPT 3**

Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

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<tr>
<th>Course</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>3278</td>
<td>6:55 - 8:00pm</td>
<td>W</td>
<td>CHS</td>
<td>J. M. LEIBNER</td>
</tr>
<tr>
<td>6023</td>
<td>3:00 - 6:00pm</td>
<td>W</td>
<td>PVP HS</td>
<td>T.S. COLEMAN</td>
</tr>
<tr>
<td>6005</td>
<td>3:00 - 5:00pm</td>
<td>M</td>
<td>MU 101</td>
<td>M.D. WOOD</td>
</tr>
<tr>
<td>13 Week Class</td>
<td>Starts 9/17/08, Ends 12/12/08</td>
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**HUMANITIES 007**  
**PEOPLE IN CONTEMPORARY SOCIETY (UC:CSU)**
INTERNATIONAL BUSINESS
-also see Business
Division Chair: Stanley Sandell, 310-233-4177, sandelsc@lahc.edu

INTERNATIONAL BUSINESS 001 3.00 Units
INTERNATIONAL TRADE
This course covers the accelerating global economy and internationalization of business. It reviews international economics, finance, and trade affecting international business decisions and operations. Includes multinational enterprises, legal, political, and sociocultural issues. Survey of global strategic management.
0912 lec 11:10 - 12:35pm T Th H.W. STEIN BU 108
Outreach Class
6006 lec 6:30 - 9:40pm M H.W. STEIN PVP HS
13 Week Class - Starts 9/15/08, Ends 12/10/08

INTERNATIONAL BUSINESS 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

JAPANESE
Division Chair: Carmen Carrillo, 310-233-4250, carrilc@lahc.edu

JAPANESE 021 3.00 Units
FUNDAMENTALS OF JAPANESE I (UC:CSU)
This course stresses the fundamentals of pronunciation and grammar, basic vocabulary, useful phrases, and the ability to understand and speak simple Japanese. Basic reading and writing skills will be introduced.
Evening Classes
3194 lec 3:30 - 6:40pm T M. IKENUSHI CV 5
3195 lec 6:55 - 10:05pm T M. IKENUSHI CV 5

JOURNALISM
Division Chair: Carmen Carrillo, 310-233-4250, carrilc@lahc.edu

JOURNALISM 101 3.00 Units
COLLECTING AND WRITING NEWS
This introductory course stresses instruction and practice in news gathering and news writing. It also includes a study of newspaper, radio and television news.
0297 lec 11:10 - 12:35pm T Th P.L. MCLEOD CV 4

JOURNALISM 105 3.00 Units
MASS COMMUNICATIONS (UC:CSU)
This course is a survey and evaluation of the mass media with special attention given to interpretation and analogies of ethical and legal issues.
0298 lec 9:35 - 11:00am T Th P.L. MCLEOD CV 4

JOURNALISM 218 3.00 Units
PRACTICAL EDITING (RPT 3)
0299 lec 1:00 hrs/wk TBA - P.L. MCLEOD CV 4
& lab 6:00 hrs/wk TBA - P.L. MCLEOD CV 4
First class meeting on Tuesday, 9/2/08 from 12:45 – 1:45 p.m. in CV 4

JOURNALISM 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

LEARNING FOUNDATION
Division Chair: Brad Young, 310-233-4065, youngbj@lahc.edu
Questions: Sally Fasteau, 310-233-4626, fasteas@lahc.edu

LEARNING FOUNDATION 001 1.00 Units
ADAPTED KEYBOARDING (NDA) (RPT 3)
Designed for students with verified disabilities, this class is open-entry and is taught on a credit/no credit basis. This class provides individual instruction in keyboarding.
**** lab 3:10 hrs/wk TBA - S. FASTEAU LAC 107

LEARNING FOUNDATION 002 1.00 Units
ADAPTIVE WORD PROCESSING OPERATIONS (NDA) (RPT 3)
Designed for students with verified disabilities, this class is open-entry and is taught on a credit/no credit basis. This class provides self-paced, individual training in the use of word processing technologies. Lessons are adapted to each student's needs.
**** lab 2:05 hrs/wk TBA - S. FASTEAU LAC 107

LEARNING FOUNDATION 003 1.00 Units
ADAPTIVE COMPUTER OPERATIONS (NDA) (RPT 3)
Designed for students with verified disabilities, this class is open-entry and is taught on a credit/no credit basis. Students will learn how to use the latest technologies (hardware and software) to make computer applications accessible.
**** lab 2:15 hrs/wk TBA - S. FASTEAU LAC 107

LEARNING SKILLS
Division Chair: Brad Young, 310-233-4065, youngbj@lahc.edu
Questions: Sally Fasteau, 310-233-4626, fasteas@lahc.edu

LEARNING SKILLS 001A 1.00 Units
READING A (NDA) (RPT 3)
Student will receive individualized, small group and computer assisted instruction based on diagnostic assessment results. Modules in decoding, comprehension; and text book reading skills are prescribed in order to strengthen skills necessary for success in other college classes.
**** lab 3:10 hrs/wk TBA - S. FASTEAU LAC 107
1500 lab 12:30 - 2:30pm T Th N.S. VOGEL GC 107
& lab 7:05 hrs/wk TBA - N.S. VOGEL GC 107

NEW CLASSES! CHECK OUR WEBSITE
www.lahc.edu
### LEARNING SKILLS 001B
1.00 Units
**READING B (NDA) (RPT 3)**
Student will receive individualized, small group and computer assisted instruction based on diagnostic assessment results. Modules in decoding, comprehension; and text book reading skills are prescribed in order to strengthen skills necessary for success in other college classes.

<table>
<thead>
<tr>
<th>Lab Type</th>
<th>Schedule</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>****</td>
<td>3:10 hrs/wk</td>
<td>S. FASTEAU</td>
<td>LAC 107</td>
</tr>
<tr>
<td>1501 lab</td>
<td>12:30 - 2:30pm</td>
<td>T Th</td>
<td>N.S. VOGEL</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>6:10 hrs/wk</td>
<td>N.S. VOGEL</td>
<td>GC 107</td>
</tr>
</tbody>
</table>

### LEARNING SKILLS 001C
1.00 Units
**READING C (NDA) (RPT 3)**
Student will receive individualized, small group and computer assisted instruction based on diagnostic assessment results. Modules in decoding, comprehension; and text book reading skills are prescribed in order to strengthen skills necessary for success in other college classes.

<table>
<thead>
<tr>
<th>Lab Type</th>
<th>Schedule</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>1502 lab</td>
<td>12:30 - 2:30pm</td>
<td>T Th</td>
<td>N.S. VOGEL</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>7:05 hrs/wk</td>
<td>N.S. VOGEL</td>
<td>GC 107</td>
</tr>
</tbody>
</table>

### LEARNING SKILLS 010A
1.00 Units
**MATHEMATICS FUNDAMENTALS A (NDA) (RPT 3)**
Student will receive individualized, small group and computer assisted instruction designed to build skills for entry into basic math classes and other college courses. Based on a diagnostic assessment, assigned modules will provide self-paced instruction related to students’ individual problem areas.

<table>
<thead>
<tr>
<th>Lab Type</th>
<th>Schedule</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>1503 lec</td>
<td>9:30 - 11:00am</td>
<td>T Th</td>
<td>N.S. VOGEL</td>
</tr>
</tbody>
</table>

### LEARNING SKILLS 010B
1.00 Units
**MATHEMATICS FUNDAMENTALS B (NDA) (RPT 3)**
Student will receive individualized, small group and computer assisted instruction designed to build skills for entry into basic math classes and other college courses. Based on a diagnostic assessment, assigned modules will provide self-paced instruction related to students’ individual problem areas.

<table>
<thead>
<tr>
<th>Lab Type</th>
<th>Schedule</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>**** lab</td>
<td>2:05 hrs/wk</td>
<td>S. FASTEAU</td>
<td>LAC 107</td>
</tr>
<tr>
<td>1504 lab</td>
<td>9:30 - 12:00pm</td>
<td>T Th</td>
<td>N.S. VOGEL</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>1:20 hrs/wk</td>
<td>N.S. VOGEL</td>
<td>GC 107</td>
</tr>
</tbody>
</table>

### LEARNING SKILLS 010C
1.00 Units
**MATHEMATICS FUNDAMENTALS C (NDA) (RPT 3)**
Student will receive individualized, small group and computer assisted instruction designed to build skills for entry into basic math classes and other college courses. Based on a diagnostic assessment, assigned modules will provide self-paced instruction related to students’ individual problem areas.

<table>
<thead>
<tr>
<th>Lab Type</th>
<th>Schedule</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>**** lab</td>
<td>2:05 hrs/wk</td>
<td>S. FASTEAU</td>
<td>LAC 107</td>
</tr>
<tr>
<td>1505 lab</td>
<td>9:30 - 12:00pm</td>
<td>T Th</td>
<td>N.S. VOGEL</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>2:05 hrs/wk</td>
<td>N.S. VOGEL</td>
<td>GC 107</td>
</tr>
</tbody>
</table>

### LEARNING SKILLS 041
3.00 Units
**STUDY STRATEGIES FOR THE LEARNING DISABLED (NDA) (RPT 2)**
Designed for students with learning disabilities, this class addresses skills in time management, organization, library use, reading textbooks, notetaking, memory test taking and stress reduction.

<table>
<thead>
<tr>
<th>Lab Type</th>
<th>Schedule</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>0109 lec</td>
<td>9:35 - 11:00am</td>
<td>T Th</td>
<td>S. FASTEAU</td>
</tr>
</tbody>
</table>

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**LIBRARY SCIENCE**

**Division Chair:** Jonathon Lee, 310-233-4475, leeja@lahc.edu

### LIBRARY SCIENCE 101
1.00 Units
**LIBRARY RESEARCH METHODS (UC:CSU)**

Internet Classes

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Schedule</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>7641 lec</td>
<td>2:05 hrs/wk</td>
<td>I.A. DESSOUKY</td>
</tr>
<tr>
<td>7642 lec</td>
<td>2:05 hrs/wk</td>
<td>I.A. DESSOUKY</td>
</tr>
</tbody>
</table>

### LIBRARY SCIENCE 102
1.00 Units
**INTERNET RESEARCH METHODS**

Internet Classes

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Schedule</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>7645 lec</td>
<td>1:25 hrs/wk</td>
<td>I.A. DESSOUKY</td>
</tr>
<tr>
<td>7646 lec</td>
<td>1:25 hrs/wk</td>
<td>I.A. DESSOUKY</td>
</tr>
</tbody>
</table>

### LIBRARY SCIENCE 103
1.00 Units
**LITERARY CRITICISM**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Schedule</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>7651 lec</td>
<td>1:25 hrs/wk</td>
<td>I.A. DESSOUKY</td>
</tr>
<tr>
<td>7652 lec</td>
<td>1:25 hrs/wk</td>
<td>I.A. DESSOUKY</td>
</tr>
</tbody>
</table>

---

**MANAGEMENT**

**Division Chair:** Stanley Sandell, 310-233-4177, sandelsc@lahc.edu

### MANAGEMENT 002
3.00 Units
**ORGANIZATION AND MANAGEMENT THEORY (CSU)**
This course is a study of the basic objectives, theory, principles, process of management, decision making, organization and managerial authority.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Schedule</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0911 lec</td>
<td>8:00 - 9:25am</td>
<td>E. SANCHEZ</td>
</tr>
</tbody>
</table>

### MANAGEMENT 013
3.00 Units
**SMALL BUSINESS ENTREPRENEURSHIP (CSU)**
Students learn how to organize and operate a small business. The class will cover the basics of successful small business management.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Schedule</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>0892 lec</td>
<td>9:35 - 11:00am</td>
<td>R. BALTAZAR</td>
</tr>
</tbody>
</table>

### MANAGEMENT 031
3.00 Units
**HUMAN RELATIONS FOR EMPLOYEES (CSU)**
Students learn how to work effectively with fellow workers, supervisors, and subordinates in an organization.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Schedule</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>7633 lec</td>
<td>3:30 hrs/wk</td>
<td>R. BALTAZAR</td>
</tr>
</tbody>
</table>

### MANAGEMENT 033
3.00 Units
**PERSONNEL MANAGEMENT (CSU)**
Human resource management techniques and procedures are studied. Topics included are selection, placement, testing, orientation, counseling, merit rating, promotion, transfer, training, and fringe benefits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Schedule</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>3196 lec</td>
<td>6:50 - 10:00pm</td>
<td>A. CHARITAN</td>
</tr>
</tbody>
</table>

**EDUCATION CHANGES EVERYTHING**

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**www.lahc.edu**

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**Course Offerings**

---
A.S.O. Membership

WOW!!

A.S.O. Membership
Costs only
$7.00!!

Students at Los Angeles Harbor College become members of the Associated Student Organization (A.S.O.) once the A.S.O. fee of $7.00 is paid.

As a member you receive an I.D. card which entitles you to several important benefits both on and off the Harbor College campus.

JOIN at the Cashier’s Office and pick up your card and A.S.O. BENEFIT PACK at the Seahawk Service Center on the 2nd floor of the Seahawk Center.

ON-CAMPUS BENEFITS

$3.00 Parking Fee Discount
Scholarships
Legal Services
Gifts, food items and supplies
A.S.O. Food Sale Discounts
Free Admission to Campus Events
Student Government/Club Eligibility
Membership - California Credit Union
Discount Photo Copies
HUGE Coupon Booklet for FREEBIES

OFF-CAMPUS DISCOUNTS

Lox of Bagels
Rico’s Bakery
William’s Bookstore
Flowers by Maribel
B & B Flower Shop
Eyesight Optician - 3 Locations
Cris & Sons TV/Appliances
Kinko’s - Torrance
Petersen’s Tax Service
Newer’s Office Supply

and OVER 50 MORE!!
LET US HELP YOU PAY FOR YOUR COLLEGE EDUCATION

Financial Aid Office Room AD 131

You could be eligible if you meet the following requirements:

- Be a United States Citizen or a Permanent Resident
- Have a valid Social Security Number
- Be enrolled as a regular student in an eligible program

For a free application and complete list of requirements visit www.laccd.edu or the college Financial Aid office

*Title IV/Federal School Code is 001224*
## Application for Admissions

**Los Angeles Community College District**

### Applicant Information

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Middle Initial</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Social Security Number

<table>
<thead>
<tr>
<th>Number</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Date of Birth

- **Month:**
- **Day:**
- **Year:**

### Gender

- [ ] Male
- [ ] Female

### Relationships

- [ ] Spouse
- [ ] Child
- [ ] Students

### Address Information

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Educational Background

- [ ] I am a returning student who has been previously assigned a Student Identification Number (SID).
- [ ] I have never attended a college.

### Certificate/Award

- [ ] Certificate
- [ ] Degree

### High School

- **Name:**
- **City/State:**
- **Year:**

### Legal Name

- **List other names you have used:**
- **First Name:**
- **Middle Initial:**
- **Last Name:**

### Contact Information

- **Primary Telephone:**
- **E-mail:**
- **Secondary Telephone:**
- **Secondary E-mail:**

### Financial Aid

- [ ] I need financial aid.

### Admission Dates

- **8th Grade:**
- **9th Grade:**
- **10th Grade:**
- **11th Grade:**
- **12th Grade:**

### Degree

- **Level:**
- **Area:**
- **Code:**

### Admission Application

- **Due Date:**
- **Deadline:**

---

Please review the applicant's information and submit the application as directed.
19. Complete this question only if you are under 19 and have never been married.

Name of Parent or Legal Guardian: ____________________________

Relationship to you: ☐ Father ☐ Mother ☐ Legal Guardian ☐ Other ____________________________

Is the person a: ☐ U.S. Citizen ☐ Permanent Resident Alien ☐ Other ____________________________

If a Permanent Resident Alien, enter “A-Number” and date of issue: ____________________________

Current residence of this person: ____________________________

State From: ___________ To: ___________ Month/Year ________________

20. Ethnic Identity (*) Please enter number in box

10  =  Chinese  20  =  Black, African-American
11  =  Japanese  30  =  Filipino
12  =  Korean  40  =  Mexican, Chicano, Hispanic
13  =  Laotian  50  =  Caucasian, White
14  =  Cambodian  60  =  American Indian, Alaskan Native
15  =  Vietnamese  70  =  Pacific Islander; Samoan
16  =  Indian Sub-Continental  71  =  Pacific Islander; Hawaiian
17  =  Other Asian  80  =  Other Non-White
18  =  Other  =  90  =  Decline to state

21. What is your primary language? (*) Please enter number in box

1  =  English  5  =  Filipino
2  =  Armenian  6  =  Japanese  9  =  Spanish
3  =  Chinese  7  =  Korean  10  =  Vietnamese
4  =  Farsi  8  =  Russian  11  =  Other language

22. What is your main educational goal? Please enter number in box

1  =  Prepare for a new career (acquire new job skills)
2  =  Advance in current job career (update job skills)
3  =  Discover/develop career interests, plans and goals
4  =  Obtain a two-year vocational degree without transfer
5  =  Obtain a two-year Associate degree without transfer
6  =  Obtain a vocational certificate without transfer
7  =  Obtain a Bachelor’s degree after completing an Associate’s degree
8  =  Obtain a Bachelor’s degree without completing an Associate’s degree
9  =  Maintain certificate or license (e.g. Nursing, Real Estate)
10  =  Improve basic skills in English, reading or math
11  =  Complete credits for high school diploma or GED
12  =  Personal development (intellectual, cultural)
13  =  Undecided on goal

23. Special Services (*)

The Los Angeles Community College District is committed to increasing your educational success. Each area listed below provides special services. Please indicate those services that interest you.

1. ☐ Financial Aid  5. ☐ Employment Assistance
2. ☐ Child Care  6. Information regarding special services and/or accommodations for students with disabilities may be obtained from the Disabled Student Programs (DSPS) Office.
3. ☐ Tutoring
4. ☐ Transfer Assistance  7. Are you from a low income family and in need of special counseling, tutoring, and/or financial aid assistance? ☐ Yes ☐ No

(*) NOTICE TO STUDENTS: Your responses to questions marked by this symbol will be used to provide you with information on college programs and services and/or for statistical purposes only. Refusal to provide this information will not be used to deny admission to the college or any of its programs.

If additional information is needed to determine your residence status you will be required to complete a supplemental residence questionnaire and/or to present evidence in accordance with Education Code sections 68040 et seq. The burden of proof to clearly demonstrate both physical presence in California and intent to establish California residence lies with the student.

24. Highest Education Status: Please enter number and year in boxes below

1  =  Earned a U.S. High School diploma (or will earn one before college semester begins)
2  =  Enrolled in grade 12 or below when college semester begins
3  =  Not a High School graduate, currently enrolled in adult school
4  =  Not a High School graduate, last attended High School
5  =  Passed the GED or received a certificate of H.S. equivalency
6  =  Earned California High School Proficiency Certificate
7  =  Earned a Foreign Secondary diploma or certificate of graduation
8  =  Earned an Associate degree
9  =  Earned a Bachelor’s or higher degree

Year ____________________________

25. Enrollment Status: Please enter number in box

1  =  First time college student
2  =  First time at this college, after attending another college
3  =  Returning to this college, after attending another college
4  =  Returning to this college, without having attended another college
5  =  Enrolling in this college, while attending school in the 12th or lower grade

26. College Units or degree completed by first day of this term Please enter number in box

1  =  0 units  4  =  30 to 59 ½
2  =  1 ½ to 15 ½  5  =  60 or more units, no degree
3  =  16 to 29 ½  6  =  A.A., A.S., B.A., B.S. or higher degree

27. Veteran (Leave blank, unless you are a veteran)

Were you honorably discharged from the U.S. Armed Forces? ☐ Yes ☐ No

28. Student Information -- Permission to Release

TYPES OF STUDENT INFORMATION: (1) Directory Information: name, city of residence, participation in officially recognized activities and sports, weight and height of athletic team members; dates of attendance; degrees and awards received; and the most recent previous educational institution attended. (2) College Foundation Information: name, address, and telephone number. 3) Four-year College Information: name, address, and phone number. 4) Military Recruiting Information: “Directory information” plus address, telephone number, date of birth, and major field of study.

☐ I DO NOT permit the release of information to the College Foundation
☐ I DO NOT permit the release of information to the military
☐ I DO NOT permit the release of information to the military

You may change your Directory Release at any time by completing a Release of Directory Information form and returning it to the Admissions Office.

29. Certification

I declare under penalty of perjury that all information on this form is correct. I understand that falsifying or withholding information required on this form shall constitute grounds for dismissal.

SIGNATURE ____________________________ Date ______________

NON-DISCRIMINATION POLICY

All programs and activities of the Los Angeles Community College District shall 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. (Reference: Board Rule 1202)

In order to ensure the proper handling of all civil rights matters, each college in the District has its own Affirmative Action Representative, Title IX/Sex-Equity Coordinator, Section 504 Coordinator of Handicap Programs, and an Ombudsperson. Direct initial inquiries to the Office of Diversity Programs at (213) 891-2000.

Revised: 6/2006
Los Angeles Harbor College Approval Form for K-12 Students

(K-8 Students must follow additional procedures. Refer to the bold box at the bottom of this page)

Admission: Any college in the Los Angeles Community College District may admit as a special part-time or full-time student, anyone who is in the age group of Kindergarten to 12th grade (K-12), who has completed the admission requirements set forth in Administrative Regulation E-87, and who in the opinion of the College President (or designee) may benefit from instruction (Board Rules 8100.05, 8100.06, 8100.07 and 8100.08 and Education Code Sections 48800; 48800.5; 76001).

Fee: Enrollment fees for Special Part-Time Student K-12 students will be waived pursuant to Board Rule 8100.07 and Education Code Section 76300 (f). Special Full-Time Students K-12 students (i.e., students enrolled in 12 units or more) are required to pay enrollment fees. Residents of other states and foreign students are subject to non-resident tuition. The Los Angeles Community College district charges a Health fee and, where applicable, a student representation fee.

Conditions: The student is expected to follow regulations and procedures established for all college students. Students shall receive credit for community college courses which they complete. Students are responsible for information in College Catalog and Class Schedule. Arrangements for receiving high school credit for course work completed must be made with the student’s high school. The student may only enroll in those courses listed on this form. This enrollment approval form must be presented when the student files an application for admission to the College for students in the age group of K-12 grade. A separate approval must be provided for each semester or summer session in which the student wishes to enroll. Parent/Guardian, student and school authorization signatures required before application can be processed. The Los Angeles Community College District and its colleges assume no responsibility for the supervision of minor students outside of the classroom setting. Parents and/or sponsoring agencies are responsible for ensuring that their children are appropriately supervised before class begins, after class finishes and if or when a class is cancelled and/or dismissed early.

Student Personal Information (Please print)

Student Name: _____________________________________________________________

Last Name: ___________ First Name: ___________ Initial: _____________

Soc. Sec. No. ________/_____/________

Student Address: _______________________________________________________

Street & Apt. Number ___________________________ City ______ State ______ ZIP

Birthdate: ________ Month ______ Day ______ Year

Phone: (________) ____________ _______

I authorize my son/daughter to enroll in a college-level course in the Los Angeles Community College District. I understand that my child will not be afforded any special status or supervision as a result of his/her minor status while enrolled in the Los Angeles Community College District; and I also understand that I will not have access to my child’s student records (including grades and transcripts) without their written consent, their minor status notwithstanding.

____________________________________________________

Parent’s (Guardian’s) printed name

____________________________________________________

Parent’s (Guardian’s) Signature

______ Date

College Information

SECTION A: COMPLETE SECTION A IF YOU ARE TAKING COLLEGE CLASSES AT THE HIGH SCHOOL CAMPUS.

I agree to enroll in the following class(es) at Harbor College.

________________________________________________________________________

A student signature is required for Section A.

1. ____________________________________________________________

Course Title & Number Section Number ______

2. ____________________________________________________________

Course Title & Number Section Number ______

3. ____________________________________________________________

Course Title & Number Section Number ______

4. ____________________________________________________________

Course Title & Number Section Number ______

I authorize the release of transcript information to my school upon the school’s written request:

Student’s Signature

_________________________ ________ Date

SECTION B: COMPLETE SECTION B IF YOU ARE TAKING A CLASS AT THE COLLEGE CAMPUS.

Harbor College class(es) recommended by school official.

________________________________________________________________________

Student must enroll in these classes on campus in person, or by telephone or internet registration.

1. ____________________________________________________________

Course Title & Number ______

2. ____________________________________________________________

Course Title & Number ______

3. ____________________________________________________________

Course Title & Number ______

4. ____________________________________________________________

Course Title & Number ______

School Information This portion must be completed by the School Principal or designee for students attending public or private schools.

I have met and counseled the student and recommend the courses listed above to be taken for credit as shown above.

_________________________ (Printed Name and Title)

School Principal/APCS/is Designee

Signature

Phone: (________) ____________ _______

School Name: _____________________________

School Address: ___________________________

Street & Apt. Number ___________________________ City ______ State ______ ZIP

LAUSD Student Only: District Student ID No. ______

K-8 students must provide a transcript and letter to the VP of Academic Affairs (or designee) in person, and be approved in writing prior to enrollment. The parent and student must make an appointment by calling 310.233.4020 and come to AD 104 to see the designated administrator.

______ Fall ______ Spring ______ Summer _______ Year

11/8/2004 Revised – Continued on other side
If someone other than the student will submit the college application during walk-in registration, please complete the following proxy registration form.

Student’s Name (Please print)  

Student’s Signature  

Proxy’s Name (Please print)  (Person authorized to sign for the student)  

LAHC’s Admissions Application Checklist  

Have you...

√ Completed your Harbor College application form and signed it?
√ Double checked your social security number?
√ Completely filled out the Los Angeles Harbor College K-12 Approval Form?
√ Has your parent and principal or counselor signed this form?
√ Filled out either Section A or Section B on the LAHC K-12 Approval Form?
√ Completed the Proxy Registration section (if applicable)?
√ Met the prerequisites for the courses you plan to enroll in?

Counseling Center: (310) 233-4230 or (310) 233-4221  
Admissions Office: (310) 233-4090
LOS ANGELES HARBOR COLLEGE
ASSOCIATE DEGREE GRADUATION REQUIREMENTS

GRADUATION PLAN B
(Effective Fall 1983)

A minimum of 60 degree applicable semester units with at least a "C" (2.0) overall grade point average is required for the Associate Degree. Students who are majoring in programs of study for which 36 or more semester units are required in the major shall complete Graduation Plan B. MATHEMATICS COMPETENCY: Mathematics competency must be demonstrated by a score of 15 or higher on an elementary algebra test or a grade of "C" or better in Math 123A and 123B, or a higher level mathematics course (excluding Math 160), Engineering Technician 49, or Computer Technology 60, or higher. [Note: Math 123A and 123B replace Math 115 and the Math 113-114 sequence effective Fall 2001. If previously taken, Math 115 (or the sequence) will meet competency.]

MAJOR REQUIREMENTS: At least 36 semester units of study taken in a single discipline or related disciplines as specified in the college catalog.

GENERAL EDUCATION REQUIREMENTS: Successful completion of at least 18 units in general education which shall include no less than the minimum number of units indicated in each of the following areas:

<table>
<thead>
<tr>
<th>A. Natural Sciences - Minimum of 3 semester units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy 1</td>
</tr>
<tr>
<td>Anthropology 101</td>
</tr>
<tr>
<td>Astronomy 1, 1 with 5</td>
</tr>
<tr>
<td>Biology 1, 3, 5, 6, 7, 10, 60, 101</td>
</tr>
<tr>
<td>Chemistry 55, 65, 66, 70, 101</td>
</tr>
<tr>
<td>Environmental Science 1, 2, 2 with 21, 8</td>
</tr>
<tr>
<td>Geography 1, 1 with 15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. American Institutions - Minimum of 3 semester units</th>
</tr>
</thead>
<tbody>
<tr>
<td>History 5, 6, 11, 12, 13, 14, 41, 42, 43, 44, 52</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. Humanities - Minimum of 3 semester units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architecture 132 (43), 133 (44)</td>
</tr>
<tr>
<td>Art 101, 102, 103</td>
</tr>
<tr>
<td>English 203, 204, 205, 206, 207, 208, 209, 211, 212, 213, 214, 215, 218, 219, 234, 239, 240, 241, 251</td>
</tr>
<tr>
<td>French 1, 2, 3, 4, 5, 6, 8</td>
</tr>
<tr>
<td>German 1, 2, 3, 4, 8, 10</td>
</tr>
<tr>
<td>History 86, 87</td>
</tr>
<tr>
<td>Geography 1, 1 with 15</td>
</tr>
<tr>
<td>Anthropology 101</td>
</tr>
<tr>
<td>Astronomy 1, 1 with 5</td>
</tr>
<tr>
<td>Biology 1, 3, 5, 6, 7, 10, 60, 101</td>
</tr>
<tr>
<td>Chemistry 55, 65, 66, 70, 101</td>
</tr>
<tr>
<td>Environmental Science 1, 2, 2 with 21, 8</td>
</tr>
<tr>
<td>Geography 1, 1 with 15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D. Language and Rationality - Minimum of 6 semester units in the following pattern:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. English Composition - minimum of 3 semester units with a grade of &quot;C&quot; or higher</td>
</tr>
<tr>
<td>English 101, 28, 31, Journalism 101</td>
</tr>
<tr>
<td>2. Communication and Analytical Thinking - Minimum of 3 semester units</td>
</tr>
<tr>
<td>Computer Science 58, 59, 317 (Math 165)</td>
</tr>
<tr>
<td>Computer Technology 61</td>
</tr>
<tr>
<td>Engineering Technician 50</td>
</tr>
<tr>
<td>English 102</td>
</tr>
<tr>
<td>Journalism 105</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E. Health &amp; Physical Education - Minimum of 3 semester units in the following pattern:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Health Education - Minimum of 2 semester units</td>
</tr>
<tr>
<td>Health 9, 10, 11, 12, 25</td>
</tr>
<tr>
<td>Family &amp; Consumer Studies 21</td>
</tr>
<tr>
<td>2. Physical Education Activity</td>
</tr>
<tr>
<td>Minimum of 1 semester unit</td>
</tr>
<tr>
<td>Physical Education 98 through 690</td>
</tr>
<tr>
<td>Or Health 2 or 6</td>
</tr>
<tr>
<td>(Meets both E1 &amp; E2)</td>
</tr>
</tbody>
</table>

NOTE: A minimum of 12 semester units must be completed in residence. Attendance at the college is required during the semester in which the requirements are completed. Students planning to transfer to a four-year college or university should consult with a counselor for appropriate lists of transferable general education and major requirements.
Students who plan to transfer to a four-year college or university may also desire to earn the Associate in Arts degree with a major in Liberal Arts by completing the requirements listed below.

This program permits the student the greatest amount of flexibility in meeting the specific transfer requirements (major and general education) of individual four-year colleges or universities.

A. 60 degree applicable semester units including at least 54 units of transferable coursework. Please note the 56-unit requirement listed below under D2.

B. A cumulative grade point average of 2.0 (“C”) or better.

Note that the cumulative GPA requirement for the California State University is 2.0 in all transferable work; the requirement for the University of California is a cumulative GPA of 2.4 minimum.

C. Mathematics competency must be demonstrated by a score of 15 or better on an elementary algebra test or a grade of “C” or better in Math 123A and 123B, or a higher level mathematics course (excluding Math 160), Engineering Technician 49, or Computer Technology 60, or higher. [Note: If previously taken, Math 115 (or the sequence) will meet competency.]

D. Course Requirements (all coursework must be transferable - see “Transfer Requirements” in the college catalog for courses acceptable to the California State University and the University of California).

<table>
<thead>
<tr>
<th>1. General Education Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Natural Science - Minimum of 3 semester units</td>
</tr>
<tr>
<td>Anatomy 1</td>
</tr>
<tr>
<td>Anthropology 101</td>
</tr>
<tr>
<td>Astronomy 1, 1 with 5</td>
</tr>
<tr>
<td>Chemistry 55, 65, 66, 70, 101</td>
</tr>
<tr>
<td>Environmental Science 1, 2, 2 with 21, 8</td>
</tr>
<tr>
<td>Physics 1, 1 with 15</td>
</tr>
<tr>
<td>Physiological Science 1</td>
</tr>
<tr>
<td>Physiology 2</td>
</tr>
<tr>
<td>Oceanography 1, 1 with 10, 12, 12 with 4</td>
</tr>
<tr>
<td>Physical Science 30</td>
</tr>
<tr>
<td>Statistics 1</td>
</tr>
<tr>
<td>Health Education - Minimum of 2 semester units</td>
</tr>
<tr>
<td>Health 9, 11, 11, 12, 25</td>
</tr>
<tr>
<td>Physical Education Activity - Minimum of 1 semester unit</td>
</tr>
<tr>
<td>Physical Education 98 through 690</td>
</tr>
<tr>
<td>OR Health 2 or 6</td>
</tr>
<tr>
<td>(Meets both c.1 and c. 2)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b. Social and Behavioral Sciences - Minimum of 6 semester units in the following pattern:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. American Institutions - Minimum of 3 semester units</td>
</tr>
<tr>
<td>History 5, 6, 11, 12, 13, 14, 41, 42, 43, 44, 52</td>
</tr>
<tr>
<td>Political Science 1, 30</td>
</tr>
<tr>
<td>2. Social and Behavioral Sciences - Minimum of 3 semester units</td>
</tr>
<tr>
<td>Anthropology 102</td>
</tr>
<tr>
<td>Geography 2, 7</td>
</tr>
<tr>
<td>Business 3</td>
</tr>
<tr>
<td>History 1, 2, 3, 4, 19, 20, 21</td>
</tr>
<tr>
<td>Economics 1, 2, 5</td>
</tr>
<tr>
<td>23, 24, 86*, 87*</td>
</tr>
<tr>
<td>Psychology 1, 3, 14, 41</td>
</tr>
<tr>
<td>Sociology 1, 2, 12, 21</td>
</tr>
<tr>
<td>c. Humanities - Minimum 3 semester units</td>
</tr>
<tr>
<td>Architecture 132 (43), 133 (44)</td>
</tr>
<tr>
<td>Art 101, 102, 103</td>
</tr>
<tr>
<td>English 203, 204, 205, 206, 241, 242, 243, 244</td>
</tr>
<tr>
<td>French 1, 2, 3, 4, 5, 6, 8</td>
</tr>
<tr>
<td>German 1, 2, 3, 4, 8, 10</td>
</tr>
<tr>
<td>History 16, 17, 24, 25, 26, 31, 32</td>
</tr>
<tr>
<td>Humanities 1, 6, 9, 17, 31, 60, 61</td>
</tr>
<tr>
<td>Japanese 21^, 22^</td>
</tr>
<tr>
<td>Music 101, 111, 116, 141</td>
</tr>
<tr>
<td>c. Language and Rationality - Minimum of 6 semester units in the following pattern:</td>
</tr>
<tr>
<td>1. English Composition - Minimum of 3 semester units - with a grade of “C” or better.</td>
</tr>
<tr>
<td>English 101</td>
</tr>
<tr>
<td>Communication and Rational Thinking - Minimum of 3 semester units</td>
</tr>
<tr>
<td>Computer Science 58, 59, 317 (Math 165)</td>
</tr>
<tr>
<td>English 102</td>
</tr>
<tr>
<td>Journalism 5</td>
</tr>
<tr>
<td>Statistics 6, 8</td>
</tr>
<tr>
<td>Speech 101, 102, 104, 121</td>
</tr>
<tr>
<td>d. Health and Physical Education - Minimum of 3 semester units in the following pattern:</td>
</tr>
<tr>
<td>1. Health Education - Minimum of 2 semester units</td>
</tr>
<tr>
<td>Health 9, 10, 11, 12, 25</td>
</tr>
<tr>
<td>Family &amp; Consumer Studies 21</td>
</tr>
<tr>
<td>Health Education - Minimum of 2 semester units</td>
</tr>
<tr>
<td>Health 9, 10, 11, 12, 25</td>
</tr>
<tr>
<td>Physical Education Activity - Minimum of 1 semester unit</td>
</tr>
<tr>
<td>Physical Education 98 through 690</td>
</tr>
<tr>
<td>OR Health 2 or 6</td>
</tr>
<tr>
<td>(Meets both c.1 and c. 2)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Major Requirement - Minimum of 36 semester units</th>
</tr>
</thead>
<tbody>
<tr>
<td>The courses selected in meeting this requirement should include lower division major requirements and additional breadth or general education coursework as specified by the college or university to which the student intends to transfer.</td>
</tr>
<tr>
<td>The University of California requires a minimum of 60 transferable units and the California State University requires a minimum of 56 transferable units for admission of students who are not otherwise eligible.</td>
</tr>
<tr>
<td>3. Electives</td>
</tr>
<tr>
<td>To be taken as needed to complete 60 units.</td>
</tr>
<tr>
<td>E. Residence Requirement</td>
</tr>
<tr>
<td>Completion of at least 12 units of coursework in residence and attendance at the college during the semester in which the requirements are completed.</td>
</tr>
<tr>
<td>* Credit may be used in only one area, either Social Science or Humanities.</td>
</tr>
<tr>
<td>^ Does not meet the Humanities requirement for CSU G.E. Certification. Both courses must be passed with a “C” grade or higher to meet the IGETC Language Other Than English requirement.</td>
</tr>
</tbody>
</table>
California State University

GENERAL EDUCATION CERTIFICATION REQUIREMENTS -- 2007-2008

This pattern of CSU general education requirements applies to students beginning Fall (or Summer) 1981 or later. Thirty-nine units of general education coursework, excluding the Statutory Requirement, may be certified by Harbor College as acceptable toward the bachelor’s degree general education at a California State University. The student will have to complete 9 additional units of upper division coursework for G.E. after transfer. Beginning Spring 1987, courses to be used for Area A and B4 (Mathematics) must be completed with “C” grades or better. A maximum of 30 units will be allowed in Areas “B,” “C,” and “D” collectively for certification. A minimum of 9 units must be completed in each of Areas “A,” “B,” “C,” and “D” if the student wishes to have more than 30 units certified. If Areas “A” and “B” are not completed at time of transfer, the CSU campus may request proof that these subject requirements were cleared by high school coursework. Students must complete at least 12 units of coursework at Harbor College in order to have any work certified by Harbor College. Students complying with the above minimum certification requirements must follow the catalog of the intended university of transfer in place of these requirements. Consult with a counselor. It is strongly recommended that students request certification through the Office of Admissions & Records before transferring.

AREA A - COMMUNICATION IN THE ENGLISH LANGUAGE (9 units)

Select one course from each of A1, A2, and A3.

<table>
<thead>
<tr>
<th>A1 Oral Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speech 101, 121</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>A2 Written Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 101</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>A3 Critical Thinking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Science 58</td>
</tr>
<tr>
<td>Journalism 10% (5)</td>
</tr>
<tr>
<td>Philosophy 6, 8</td>
</tr>
<tr>
<td>Speech 104</td>
</tr>
<tr>
<td>English 102</td>
</tr>
</tbody>
</table>

AREA B - PHYSICAL UNIVERSE AND LIFE FORMS (9 units)

Courses selected for this area must include at least one course listed in each of the categories below.

<table>
<thead>
<tr>
<th>B1 Physical Universe (at least 1 course):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Astronomy 1</td>
</tr>
<tr>
<td>Chemistry 55, 65, 66, 70, 101, 212</td>
</tr>
<tr>
<td>Environmental Science 1, 8</td>
</tr>
<tr>
<td>Geography 1</td>
</tr>
<tr>
<td>Geology 1, 11</td>
</tr>
<tr>
<td>Oceanography 1</td>
</tr>
<tr>
<td>Physical Science 1</td>
</tr>
<tr>
<td>Physics 6, 7, 11, 37, 38, 39</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B2 Life Forms (at least 1 course):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy 1</td>
</tr>
<tr>
<td>Anthropology 101</td>
</tr>
<tr>
<td>Biology 1, 3, 5, 6, 7, 10, 60, 101</td>
</tr>
<tr>
<td>Environmental Science 2</td>
</tr>
<tr>
<td>Microbiology 1, 20</td>
</tr>
<tr>
<td>Oceanography 12</td>
</tr>
<tr>
<td>Physiology 1</td>
</tr>
<tr>
<td>Psychology 2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B3 Laboratory Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy 1</td>
</tr>
<tr>
<td>Astronomy 5</td>
</tr>
<tr>
<td>Biology 3, 5, 6, 7, 10, 60, 101</td>
</tr>
<tr>
<td>Chemistry 55, 65, 66, 70, 101</td>
</tr>
<tr>
<td>Environmental Science 21</td>
</tr>
<tr>
<td>Geography 15</td>
</tr>
<tr>
<td>Geology 6</td>
</tr>
<tr>
<td>Microbiology 1, 20</td>
</tr>
<tr>
<td>Oceanography 4,10</td>
</tr>
<tr>
<td>Physical Science 14</td>
</tr>
<tr>
<td>Physics 6, 7, 11, 37, 38, 39</td>
</tr>
<tr>
<td>Physiology 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B4 Mathematical Concepts (at least 1 course):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics 215, 216, 225, 227, 230, 235, 236</td>
</tr>
<tr>
<td>240, 245, 260, 265, 266, 267, 270, 271, 275, 280</td>
</tr>
<tr>
<td>Statistics 1, Co. Sci. 51, 59, 57, Math 165</td>
</tr>
</tbody>
</table>

AREA C - ARTS, LITERATURE, PHILOSOPHY & FOREIGN LANGUAGE (9 units)

Select at least one course from Arts (C1) and one course from Humanities (C2). The third course may be from either category.

<table>
<thead>
<tr>
<th>C1 Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art 101, 102, 103</td>
</tr>
<tr>
<td>Architecture 132 (43), 133 (44)</td>
</tr>
<tr>
<td>Music 101, 111, 136, 141</td>
</tr>
<tr>
<td>Photo 121</td>
</tr>
<tr>
<td>Physical Education 800 (Dance)</td>
</tr>
<tr>
<td>Theater 100</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C2 Humanities</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 203, 204, 205, 206, 207, 208, 209, 211, 212, 213, 214, 215, 218, 219, 234, 239, 240, 241, 251</td>
</tr>
<tr>
<td>History 86*, 87*</td>
</tr>
<tr>
<td>Humanities 1, 6, 9, 17, 30, 31, 60, 61</td>
</tr>
<tr>
<td>Japanese 21, 22</td>
</tr>
<tr>
<td>Philosophy 1, 19, 20, 26, 33</td>
</tr>
<tr>
<td>French 1, 2, 3, 4, 5, 6</td>
</tr>
<tr>
<td>German 1, 2, 3, 4, 10</td>
</tr>
<tr>
<td>Spanish 1, 2, 3, 4, 5, 12, 21, 22</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA D - SOCIAL, POLITICAL, &amp; ECONOMIC INSTITUTIONS (9 units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select courses from at least two disciplines. (Courses may be counted in only one D section).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D1 Anthropology and Archaeology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology 102</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D2 Economics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economics 1, 2, 5</td>
</tr>
<tr>
<td>Business 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D5 Geograhpy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geography 2, 7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D6 History</th>
</tr>
</thead>
<tbody>
<tr>
<td>History 1, 2, 3, 4, 5, 6, 11, 12, 13, 14, 19, 20, 21, 23, 24, 41, 42, 43, 44, 52, 86*, 87*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D8 Political Science, Government, &amp; Legal Institutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Political Science 1, 2, 4, 7, 8, 30</td>
</tr>
<tr>
<td>History 11, 41, 43</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D9 Psychology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology 1, 14, 41 Child Development 1*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D10 Sociology and Criminology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sociology 1, 2, 12</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREA E - UNDERSTANDING AND SELF DEVELOPMENT (3 units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select from E1 or the E1 and E2 combination</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E1 Integrated Organism</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family &amp; Consumer Studies 21</td>
</tr>
<tr>
<td>Health 2, 6, 9, 10, 11, 25</td>
</tr>
<tr>
<td>Psychology 3</td>
</tr>
<tr>
<td>Sociology 21</td>
</tr>
<tr>
<td>*Please see note below</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E2 Activity (Limit 1 unit)</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Physical Education courses meet the E2 activity requirement except for P. E. 700 &amp; 900 series courses.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STATUTORY REQUIREMENT (6 units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>These courses may or may not be counted as part of the 39 unit lower division general education requirement depending on the choice of CSU — see instructions above.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select one course from “A” and one course from “B” below:</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Political Science 1, 30</td>
</tr>
<tr>
<td>B. History 5, 6, 11, 12, 13, 14, 41, 42, 43, 44, 52</td>
</tr>
</tbody>
</table>

*Students wanting an AA Degree must take health or Family & Consumer Studies 21 and one unit of P. E. Please see sections e1 and e2 on next page.
IGETC
(INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM) 2007-2008
The Intersegmental General Education Transfer Curriculum (IGETC) is a series of courses that community college students can use to satisfy lower division general education requirements at any CSU or UC campus. The IGETC provides an option to the California State University General Education Requirements and replaces the University of California Transfer Core Curriculum. Students in high unit majors may find it advantageous to follow a particular UC campus’s breadth requirements instead of the IGETC. Students with prior UC coursework may be ineligible to follow the IGETC to transfer back to a UC. See a counselor for additional information.

IMPORTANT: The IGETC must be certified prior to transfer! If not certified, a student will be required to complete the four-year university’s own general education/breadth requirements and additional lower-division coursework may be required. All courses must be completed with “C” grade or higher. In most cases, universities require 60 transferable units.

AREA 1 - ENGLISH COMMUNICATION
(2-3 courses, 6-9 semester/12-15 quarter units)

GROUP A: ENGLISH COMPOSITION
(1 course, 3 semester/4-5 quarter units)
English 101

GROUP B: CRITICAL THINKING / ENGLISH COMPOSITION
(1 course, 3 semester/4-5 quarter units).
Courses must have English Composition as a prerequisite.
English 102~
~Must be taken Fall 1992 or after.

GROUP C: ORAL COMMUNICATION (CSU only)
(1 course, 3 semester/4-5 quarter units)
Speech 101, 102, 121

AREA 2 - MATHEMATICAL CONCEPTS and QUANTITATIVE REASONING
(1 course, 3 semester/4-5 quarter units)

AREA 3 - ARTS and HUMANITIES
(At least 3 courses, 9 semester/12-15 quarter units)
At least one course from the Arts and one from the Humanities.

ART COURSES:
Architecture 132,133
Art 101, 102, 103
Music 101, 111, 136, 141
P.E. 800 (Dance)
Photo 121
Theater 100

HUMANITIES COURSES:
History 86*, 87*
Humanities 1, 6*, 9, 17, 30, 31, 60
English 203, 204, 205, 206, 207, 208, 209, 211, 212, 213, 214, 215, 219, 234, 239, 240, 251
French 2, 3, 4, 5, 6
German 2, 3, 4, 10
Philosophy 1, 19, 20, 26, 33
Spanish 2, 3, 4, 5, 12
*May be counted for either Humanities or Social and Behavioral Sciences credit, but not for both.
* Indicates that transfer credit may be limited by either UC or CSU or both. Please consult with a counselor for additional information.

AREA 4 - SOCIAL and BEHAVIORAL SCIENCES
(At least 3 courses, 9 semester/12-15 quarter units)
Courses from at least two disciplines or an inter-disciplinary sequence.
Anthropology 102
Child Development 1
Economics 1, 2
Geography 7
History 1, 2, 3, 4, 5, 6, 11, 12*, 13, 14*, 17*, 19, 20, 21,23
24, 27, 41*, 42*, 43*, 44*, 52, 86^, 87^
Political Science 1, 2, 7, 8, 30
Psychology 1, 11, 14, 41
Sociology 1, 2, 12, 21

AREA 5 - PHYSICAL and BIOLOGICAL SCIENCES
(At least 2 courses, 7-9 semester/9-12 quarter units)
One Physical Science course and one Biological Science course; at least one must include a laboratory.

PHYSICAL SCIENCE:
Astronomy 1, 1 with 5
Chemistry 66*, 70, 101, 102, 201, 211*, 212*
Geography 1, 1 with 15
Geology 1, 1 with 6
Oceanography 1, 1 with 10
Physics 6*, 7*, 11, 37*, 38*, 39*
Phys. Sci. 1*, 1 with 14*

BIOLOGICAL SCIENCE:
Anthropology 101
Anatomy 1*
Biological Science 1, 3*, 5, 6, 7,10,101
Envrir. Sci. 2, 2 with 21
Microbiology 1*, 20*
Oceanography 12, 12 with 4
Physiology 1*

LANGUAGE OTHER THAN ENGLISH
Proficiency equivalent to two years of high school study in the same language. (High school transcripts are required if proficiency was met in high school.)

The following course(s) at this institution fulfill the requirement: (UC requirement only)
French 1 Japanese 21 and 22
German 1
Spanish 1, 22

CSU GRADUATION REQUIREMENT IN U.S.
HISTORY, CONSTITUTION AND AMERICAN IDEALS (Not Part of IGETC. May be completed prior to transfer but the courses will not be “double counted” to satisfy requirements for IGETC.)
6 units, one course from (A) and one course from (B)
(A) Political Science 1 or 30
(B) History 5,6, 11, 12, 13, 14, 41, 42, 43, 44, 52
The Weekend College

ITV/ The Weekend College classes allow students to complete general education classes in a focused eight-week format. Classes are taught on four campuses: City [C] and Southwest [SW] Colleges on Saturdays and Valley [V] and Pierce [P] Colleges on Sundays. First college listed is AM only 9:00 - 12:00 Noon. Second college listed is PM only 1:30 - 4:30 PM. Students may attend at any location or change locations, if necessary, throughout the semester.

The classes are taught by the same qualified LACCD instructor at each campus. Instruction is combined with award-winning video lessons available on cable television, in broadband, on DVD, and in the College Learning Resource Centers. Each class also has an online component creating a positive, engaging learning environment.

For classroom locations go to: www.lamission.edu/itv and click View Schedule. Financial aid is available for qualified students; fee waivers apply to these classes. Transcripts are issued by LA Mission College.

### Summer 08
**June 16 - August 10, 2008**

<table>
<thead>
<tr>
<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economics 1</td>
<td>7936</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 101</td>
<td>7937</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 102</td>
<td>7938</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Geology 1</td>
<td>7939</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Health 11</td>
<td>7940</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 11</td>
<td>7941</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Math 125</td>
<td>7942</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7943</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7944</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Psychology 1</td>
<td>7945</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Psychology 41</td>
<td>7946</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Sociology 1</td>
<td>7947</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
</tbody>
</table>

Saturday class meetings: **June 21 – Aug. 9, 2008**
Sunday class meetings: **June 22 – Aug. 10, 2008**

### Fall 08 Session A
**September 2 - October 26, 2008**

**Registration open: May 8, 2008**

<table>
<thead>
<tr>
<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
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</thead>
<tbody>
<tr>
<td>Economics 1</td>
<td>7948</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 101</td>
<td>7949</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Health 11</td>
<td>7950</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 11</td>
<td>7951</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Oceanography 1</td>
<td>7952</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7953</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7954</td>
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<td>V/P</td>
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<tr>
<td>Psychology 1</td>
<td>7955</td>
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</table>

Saturday class meetings: **September 6 - October 25**
Sunday class meetings: **Sept. 7 - Oct. 26**

**Last Day To:**
ADD by STEP or on-line: **September 1, 2008**
ADD by FAX: **(818) 833-3598**
Or in-person: **Sept. 13, 2008**
Drop without incurring fees: **Sept. 7, 2008**

### Summer 08
**June 16 - August 10, 2008**

<table>
<thead>
<tr>
<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 101</td>
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<td>P/V</td>
</tr>
<tr>
<td>English 102</td>
<td>7957</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Health 11</td>
<td>7958</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 11</td>
<td>7959</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 12</td>
<td>7960</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Math 125</td>
<td>7961</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7962</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7963</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Psychology 41</td>
<td>7964</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Sociology 1</td>
<td>7965</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
</tbody>
</table>

Saturday class meetings: **November 1 - December 20**
Sunday class meetings: **Nov. 2 - Dec. 14**
No class meetings: **November 29 & 30**

**Last Day To:**
ADD by STEP or on-line: **October 26, 2008**
ADD by FAX: **(818) 833-3598**
Or in-person: **Nov. 7, 2008**
Drop without incurring fees: **Nov. 1, 2008**

Website: www.lamission.edu/itv • Telephone: 818/833-3594 or 800/917-9277
Are You Eligible for a Fee Waiver?

ALL STUDENTS (EVEN THOSE CURRENTLY RECEIVING A FEE WAIVER) MUST REAPPLY FOR FALL 2008

Fill out the application (On next page) and bring it to the Financial Aid Office AD 131 to find out.

Financial Aid Office Hours:
Monday - Thursday: 10:00 a.m. - 2:00 p.m.
Monday Evening: 5:00 p.m. - 7:00 p.m.
CLOSED FRIDAY

There are three ways to qualify: (See application)

1. Method A
   If you receive General Assistance or you OR your parents receive TANF/CalWorks OR SSI benefits - Bring the application and a recent “Notice of Action” or a copy of your latest check to the Financial Aid Office.

2. Method B
   Meeting income requirements. Dependent students bring copies of parent’s 2007 income tax forms. Independent students bring their own 2007 income tax forms with application. If you are dependent and your parents did not file tax returns, pick up a Parent’s Income Certification form in the Financial Aid Office for their signature.

3. Financial Need
   If you do not qualify by the methods above, you should file a Free Application for Federal Student Aid to determine if you have financial need. If you have already done so, just come in to the Financial Aid Office and ask if you qualify for a BOG Fee Waiver.

Don’t Wait! Apply Early!
California Community Colleges 2008-2009 Board Of Governors Fee Waiver Application

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

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

If you answered "No" or "Parent(s) will not file" to question 6, and "No" to question 7, you are a dependent student for all student aid

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

If you are in a Registered Domestic Partnership (RDP), you will be treated the same as a student with married parents and income and household information will be required for the parent's domestic partner.

If you answered "Yes" to the question above treat the Registered Domestic Partner as a spouse.  You are required to include your domestic partner's income and household information for your domestic partner.

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code?  (Answer "Yes" if you are separated but not divorced or have not filed a termination notice to dissolve partnership.)

If you answered "Yes" to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner's income and household information or your parent's domestic partner's income and household information in Questions 3, 6, 7, 8, 9, 10, 11, 12.

Has the Admissions or Registrar's Office determined that you are a California resident?  

IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT

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

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code? (Answer “Yes” if you or your parent are separated from a Registered Domestic Partner but have NOT FILED a Notice of Termination of Domestic Partnership with the California Secretary of State’s Office.)  

If you answered “Yes” to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner's income and household information or your parent's domestic partner's income and household information in Questions 3, 6, 7, 8, 9, 10, 11, 12.

Student Marital Status:  

- Single  
- Married  
- Divorced  
- Separated  
- Widowed  
- Registered Domestic Partnership

DEPENDENCY STATUS

1. Were you born before January 1, 1985?  

2. As of today, are you married or in a Registered Domestic Partnership (RDP)? (Answer "Yes" if you are separated but not divorced or have not filed a termination notice to dissolve partnership.)  

3. Do you have children who receive more than half of their support from you, or other dependents who live with you (other than your children and spouse/RDP) who receive more than half of their support from you, now and through June 30, 2009?  

4. Are (a) both your parents deceased, or (b) are you (or were you until age 18) a ward/dependent of the court?  

5. Are you a veteran of the U.S. Armed Forces or currently serving on active duty for purposes other than training?  

- If you answered "Yes" to any of the questions 1 - 5, you are considered an INDEPENDENT student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #8.
- If you answered "No" to all questions 1 - 5, complete the following questions:

6. If your parent(s) or his/her RDP filed or will file a 2007 U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents?  

7. Do you live with one or both of your parent(s) and/or his/her RDP?  

- If you answered "No" to questions 1 - 5 and "Yes" to either question 6 or 7, you must provide income and household information about your PARENT(S)/RDP. Please answer questions for a DEPENDENT student in the sections that follow.
- If you answered "No" or "Parent(s) will not file" to question 6, 7, 8 or 9 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.

METHOD A ENROLLMENT FEE WAIVER

8. Are you (the student ONLY) currently receiving monthly cash assistance for yourself or any dependents from:
   - TANF/CalWORKs?  
   - SSI/SSP (Supplemental Security Income/State Supplemental Program)?  
   - General Assistance?  

- If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income?  

9. If you answered "Yes" to question 8 or 9 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.
**METHOD B ENROLLMENT FEE WAIVER**

10. **DEPENDENT STUDENT:** How many persons are in your parent(s)/RDP household? (Include yourself, your parent(s)/RDP, and anyone who lives with your parent(s)/RDP and receives more than 50% of their support from your parents/RDP, now and through June 30, 2009.)

11. **INDEPENDENT STUDENT:** How many persons are in your household? (Include yourself, your spouse/RDP, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2009.)

12. **2007 Income Information**

<table>
<thead>
<tr>
<th></th>
<th>DEPENDENT STUDENT: PARENT(S)/RDP INCOME</th>
<th>INDEPENDENT STUDENT: STUDENT (&amp; SPOUSE'S/RDP) INCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Adjusted Gross Income (If 2007 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 37; 1040A, line 21; 1040EZ, line 4).</td>
<td>$___________</td>
<td>$___________</td>
</tr>
<tr>
<td>b. All other income (Include ALL money received in 2007 that is not included in line (a) above (such as TANF benefits, disability, Social Security, child support)).</td>
<td>$___________</td>
<td>$___________</td>
</tr>
<tr>
<td><strong>TOTAL Income for 2007 (Sum of a + b)</strong></td>
<td>$___________</td>
<td>$___________</td>
</tr>
</tbody>
</table>

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

**SPECIAL CLASSIFICATIONS ENROLLMENT FEE WAIVERS**

13. Do you have certification from the CA Department of Veterans Affairs that you are eligible for a dependent's fee waiver?  
☐ Yes ☐ No

14. Do you have certification from the National Guard Adjutant General that you are eligible for a dependent's fee waiver?  
☐ Yes ☐ No

15. Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient?  
☐ Yes ☐ No

16. Are you eligible as a dependent of a victim of the September 11, 2001, terrorist attack?  
☐ Yes ☐ No

17. Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty?  
☐ Yes ☐ No

* If you answered "Yes" to any of the questions from 13-17, you are eligible for an ENROLLMENT FEE WAIVER and perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aid Office if you have questions.

**CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW**

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner’s 2007 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor’s Office of the California Community Colleges.

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

**California Information Privacy Act**

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

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

**FOR OFFICE USE ONLY**

<table>
<thead>
<tr>
<th>☐ BOGFW-A</th>
<th>☐ TANF/CalWORKs</th>
<th>☐ BOGFW-B</th>
<th>☐ GA</th>
<th>☐ SSI/SSP</th>
<th>☐ BOGFW-C</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Special Classification</td>
<td>☐ Veteran</td>
<td>☐ National Guard Dependent</td>
<td>☐ Student</td>
<td>☐ Parent</td>
<td>☐ Student is not eligible</td>
</tr>
</tbody>
</table>

Comments: ____________________________________________________________________________

Certified by: ___________________________ Date: ___________
## Online Classes - Fall 2008

Classes over the internet require access to the internet and an email address. Specific courses may have additional hardware or software requirements. Classes may meet on campus for orientation and exams. Contact the instructor as soon as you register for details. For complete course descriptions, see the regular course listing in the schedule.

### ACCOUNTING 001
**INTRODUCTORY ACCOUNTING I (UC:CSU)**
- Code: 7613
- Lecture: 5:20 hrs/wk TBA - D.M. CHING
- Contact chingdm@lahc.edu as soon as you register.

### ACCOUNTING 002
**INTRODUCTORY ACCOUNTING II (UC:CSU)**
- Code: 7614
- Lecture: 5:20 hrs/wk TBA - D.M. CHING
- Contact chingdm@lahc.edu as soon as you register.

### ADMINISTRATION OF JUSTICE 001
**INTRODUCTION TO ADMINISTRATION OF JUSTICE (UC:CSU)**
- Code: 7680
- Lecture: 3:10 hrs/wk TBA - M.C. KINRADE
- Contact professorarkinrade@verizon.net as soon as you register.

### ADMINISTRATION OF JUSTICE 008
**JUVENILE PROCEDURES (CSU)**
- Code: 7662
- Lecture: 3:10 hrs/wk TBA - M.C. KINRADE
- Contact professorarkinrade@verizon.net as soon as you register.

### ART 103
**ART APPRECIATION I (UC:CSU)**
- Code: 7644
- Lecture: 3:10 hrs/wk TBA - J.A. FREEDMAN
- Contact freedmja@hotmail.com as soon as you register.

### BIOLOGY 003U
**INTRODUCTION TO BIOLOGY U (UC:CSU)**
- Code: 7670
- Lecture: 3:10 hrs/wk TBA - A.T. ESCANDON
- Contact the instructor as soon as you register.

### BUSINESS 001
**INTRODUCTION TO BUSINESS (UC:CSU)**
- Code: 7606
- Lecture: 3:10 hrs/wk TBA - R.M. MCGINNESS
- Contact rmmcginness@adelphia.net as soon as you register.

### BUSINESS 001
**BUSINESS ENGLISH**
- Code: 7604
- Lecture: 3:10 hrs/wk TBA - A.L. SHAY
- Contact jcorbally@earthlink.net as soon as you register.

### BUSINESS 002
**BUSINESS COMMUNICATIONS**
- Code: 7618
- Lecture: 4:40 hrs/wk TBA - A.L. SHAY
- Contact jcorbally@earthlink.net as soon as you register.

### COMPUTER INFORMATION SYSTEMS 001
**PRINCIPLES OF BUSINESS COMPUTER SYSTEMS I (UC:CSU)**
- Code: 7607
- Lecture: 3:10 hrs/wk TBA - L.M. LANE
- Short Term Class - Starts 10/22/07, Ends 12/20/07.
- Contact loralane@yahoo.com as soon as you register.

### COMPUTER INFORMATION SYSTEMS 015
**DATA BASE PROGRAMMING FOR MICROCOMPUTERS**
- Code: 7608
- Lecture: 3:10 hrs/wk TBA - L.M. LANE
- Contact loralane@yahoo.com as soon as you register.

### COMPUTER INFORMATION SYSTEMS 023
**PROGRAMMING LABORATORY (CSU) (RPT 3)**
- Code: 7603
- Lecture: 2:05 hrs/wk TBA - L.M. LANE
- Short Term Class - Starts 10/22/07, Ends 12/20/07.
- Contact loralane@yahoo.com as soon as you register.

### ECONOMICS 001
**PRINCIPLES OF ECONOMICS I (UC:CSU)**
- Code: 7682
- Lecture: 3:10 hrs/wk TBA - R.G. VICE
- Contact jcorbally@earthlink.net as soon as you register.

### ECONOMICS 002
**PRINCIPLES OF ECONOMICS II (UC:CSU)**
- Code: 7683
- Lecture: 3:10 hrs/wk TBA - R.G. VICE
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 101
**COLLEGE READING AND COMPOSITION I (UC:CSU)**
- Code: 7605
- Lecture: 3:10 hrs/wk TBA - P.E. WATKINS
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 102
**COLLEGE READING AND COMPOSITION II (UC:CSU)**
- Code: 7622
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 203
**WORLD LITERATURE I (UC:CSU)**
- Code: 7624
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 204
**WORLD LITERATURE II (UC:CSU)**
- Code: 7625
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 205
**ECONOMICS 002***
**PRINCIPLES OF ECONOMICS II (UC:CSU)**
- Code: 7683
- Lecture: 3:10 hrs/wk TBA - R.G. VICE
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 206
**WORLD LITERATURE II (UC:CSU)**
- Code: 7626
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 214
**CONTEMPORARY LITERATURE (UC:CSU)**
- Code: 7628
- Lecture: 3:10 hrs/wk TBA - A.L. WATKINS
- Contact pewat776@hotmail.com as soon as you register.

### BIOTHERMELY
**INTRODUCTORY ACCOUNTING II (UC:CSU)**
- Code: 7614
- Lecture: 5:20 hrs/wk TBA - D.M. CHING
- Contact chingdm@lahc.edu as soon as you register.

### COMPUTE SCIENCE INFORMATION TECHNOLOGY 058
**COMPUTER LITERACY FOR THE LIBERAL ARTS STUDENT (UC:CSU)**
- Code: 7610
- Lecture: 3:10 hrs/wk TBA - L.M. LANE
- Contact loralane@yahoo.com as soon as you register.

### ECONOMICS 001
**PRINCIPLES OF ECONOMICS I (UC:CSU)**
- Code: 7682
- Lecture: 3:10 hrs/wk TBA - R.G. VICE
- Contact jcorbally@earthlink.net as soon as you register.

### ECONOMICS 002
**PRINCIPLES OF ECONOMICS II (UC:CSU)**
- Code: 7683
- Lecture: 3:10 hrs/wk TBA - R.G. VICE
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 101
**COLLEGE READING AND COMPOSITION I (UC:CSU)**
- Code: 7605
- Lecture: 3:10 hrs/wk TBA - P.E. WATKINS
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 102
**COLLEGE READING AND COMPOSITION II (UC:CSU)**
- Code: 7622
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 203
**WORLD LITERATURE I (UC:CSU)**
- Code: 7624
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 204
**WORLD LITERATURE II (UC:CSU)**
- Code: 7625
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 205
**ECONOMICS 002***
**PRINCIPLES OF ECONOMICS II (UC:CSU)**
- Code: 7683
- Lecture: 3:10 hrs/wk TBA - R.G. VICE
- Contact jcorbally@earthlink.net as soon as you register.

### ENGLISH 206
**WORLD LITERATURE II (UC:CSU)**
- Code: 7626
- Lecture: 3:10 hrs/wk TBA - J.R. CORBALLY
- Contact jcorbally@earthlink.net as soon as you register.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Credit</th>
<th>Instructor</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH 215</td>
<td>SHAKESPEARE I (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>A.L. WARREN</td>
<td>Contact <a href="mailto:annw708@earthlink.net">annw708@earthlink.net</a> as soon as you register.</td>
</tr>
<tr>
<td>ENGLISH 218</td>
<td>CHILDREN’S LITERATURE</td>
<td>3.00</td>
<td>Internet</td>
<td>J.R. CORBALLY</td>
<td>Contact <a href="mailto:jcorbally@earthlink.net">jcorbally@earthlink.net</a> as soon as you register.</td>
</tr>
<tr>
<td>ENGLISH 219</td>
<td>THE LITERATURE OF AMERICAN ETHNIC GROUPS (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>P.E. WATKINS</td>
<td>Contact <a href="mailto:pewat776@hotmail.com">pewat776@hotmail.com</a> as soon as you register.</td>
</tr>
<tr>
<td>HEALTH 011</td>
<td>PRINCIPLES OF HEALTHFUL LIVING (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>L. PANDEY</td>
<td>Contact <a href="mailto:laxpandey@gmail.com">laxpandey@gmail.com</a> as soon as you register.</td>
</tr>
<tr>
<td>LIBRARY SCIENCE 101</td>
<td>LIBRARY RESEARCH METHODS (UC-CSU)</td>
<td>1.00</td>
<td>Internet</td>
<td>I.A. DESSOUKY</td>
<td>Contact <a href="mailto:dessouia@lahc.edu">dessouia@lahc.edu</a> as soon as you register.</td>
</tr>
<tr>
<td>LIBRARY SCIENCE 102</td>
<td>INTERNET RESEARCH METHODS</td>
<td>1.00</td>
<td>Internet</td>
<td>I.A. DESSOUKY</td>
<td>Contact <a href="mailto:dessouia@lahc.edu">dessouia@lahc.edu</a> as soon as you register.</td>
</tr>
<tr>
<td>MANAGEMENT 031</td>
<td>HUMAN RELATIONS FOR EMPLOYEES (CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>A.L. SHAY</td>
<td>Contact <a href="mailto:professorshay@adelphia.net">professorshay@adelphia.net</a> as soon as you register.</td>
</tr>
<tr>
<td>MARKETING 001</td>
<td>PRINCIPLES OF SELLING (CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>A.L. SHAY</td>
<td>Contact <a href="mailto:professorshay@adelphia.net">professorshay@adelphia.net</a> as soon as you register.</td>
</tr>
<tr>
<td>MUSIC 101</td>
<td>FUNDAMENTALS OF MUSIC (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>M.J. HISCOCKS</td>
<td>Contact <a href="mailto:mus101@mac.com">mus101@mac.com</a> as soon as you register.</td>
</tr>
<tr>
<td>MUSIC 111</td>
<td>MUSIC APPRECIATION I (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>M.J. HISCOCKS</td>
<td>Contact <a href="mailto:mus111@mac.com">mus111@mac.com</a> as soon as you register.</td>
</tr>
<tr>
<td>NURSING 329A</td>
<td>ROLE TRANSITION FROM LVN TO RN A</td>
<td>1.00</td>
<td>Internet</td>
<td>K.S. YACHECHAK</td>
<td>Contact <a href="mailto:wickermp@lahc.edu">wickermp@lahc.edu</a> as soon as you register. (6 Week Class - Starts 9/10/2008, Ends 10/15/2008)</td>
</tr>
<tr>
<td>NURSING 329B</td>
<td>ROLE TRANSITION FROM LVN TO RN B</td>
<td>1.00</td>
<td>Internet</td>
<td>K.S. YACHECHAK</td>
<td>Contact <a href="mailto:kristayach@cox.net">kristayach@cox.net</a> as soon as you register. (6 Week Class - Starts 10/29/2008, Ends 12/3/2008)</td>
</tr>
<tr>
<td>PERSONAL DEVELOPMENT 020</td>
<td>POST SECONDARY EDUCATION: THE SCOPE OF CAREER PLANNING (CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>E.H. COLOCHO</td>
<td>Contact <a href="mailto:yoni.01@hotmail.com">yoni.01@hotmail.com</a> as soon as you register.</td>
</tr>
<tr>
<td>POLITICAL SCIENCE 001</td>
<td>THE GOVERNMENT OF THE UNITED STATES (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>H.N. SIEGEL</td>
<td>Contact <a href="mailto:siegelhn@lahc.edu">siegelhn@lahc.edu</a> as soon as you register.</td>
</tr>
<tr>
<td>PSYCHOLOGY 001</td>
<td>GENERAL PSYCHOLOGY I (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>J.K. THOMAS SPIEGEL</td>
<td>Contact <a href="mailto:itspyspsych@hotmail.com">itspyspsych@hotmail.com</a> as soon as you register.</td>
</tr>
<tr>
<td>PSYCHOLOGY 041</td>
<td>LIFESPAN PSYCHOLOGY: FROM INFANCY TO OLD AGE (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>J.K. THOMAS SPIEGEL</td>
<td>Contact <a href="mailto:itspyspsych@hotmail.com">itspyspsych@hotmail.com</a> as soon as you register.</td>
</tr>
<tr>
<td>SOCIOLOGY 001</td>
<td>INTRODUCTION TO SOCIOLOGY (UC-CSU)</td>
<td>3.00</td>
<td>Internet</td>
<td>R.K. RICHARDS</td>
<td>Contact <a href="mailto:richards907@hotmail.com">richards907@hotmail.com</a> as soon as you register.</td>
</tr>
</tbody>
</table>
**Web-Enhanced Classes - Fall 2008**

Web-Enhanced Courses are a form of blended learning where students meet during the times indicated and also participate in internet activities as directed by the instructor. Students must have internet access and an email address. Contact the instructor as soon as you register. For complete course descriptions, see the regular course listing in the schedule.

---

**Administration of Justice 185**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7503</td>
<td>Directed Study - Administration of Justice (CSU) (RPT 2)</td>
<td>2.00</td>
<td>1:00 hrs/wk TBA - B.J. YOUNG</td>
<td>B 11</td>
<td></td>
</tr>
<tr>
<td>7504</td>
<td>Directed Study - Administration of Justice</td>
<td>1.00</td>
<td>1:30 hrs/wk TBA - B.J. YOUNG</td>
<td>B 11</td>
<td></td>
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**Computer Applications Office Technology 085**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7507</td>
<td>Microcomputer Office Applications: Spreadsheet</td>
<td>3.00</td>
<td>4:00:00PM - 6:30:00PM W</td>
<td>E. LINARES</td>
<td>BU 104</td>
</tr>
<tr>
<td>7508</td>
<td>Microcomputer Office Applications: Database</td>
<td>3.00</td>
<td>6:50:00PM - 9:10:00PM M</td>
<td>STAFF</td>
<td>BU 104</td>
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</tbody>
</table>

**Computer Applications Office Technology 086**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
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<tbody>
<tr>
<td>7509</td>
<td>Microcomputer Office Applications: Desktop Publishing (RPT 2)</td>
<td>3.00</td>
<td>6:50:00PM - 9:30:00PM W</td>
<td>E. LINARES</td>
<td>BU 108</td>
</tr>
<tr>
<td>7510</td>
<td>Microcomputer Office Applications: Word Processing</td>
<td>3.00</td>
<td>4:00:00PM - 6:00:00PM T</td>
<td>A.D. HALL</td>
<td>BU 104</td>
</tr>
</tbody>
</table>

---

**Education Changes Everything**

Look for additional classes on our website!

www.lahc.edu

24-hours a day!
# Saturday Classes

Prerequisites and Co-requisites will be enforced for Saturday classes. Please see the regular class listing in the schedule for information regarding these classes.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANATOMY 001L</td>
<td>Introduction to Human Anatomy L (UC:CSU)</td>
<td>0.00</td>
</tr>
<tr>
<td>7007 lab</td>
<td>8:00 - 11:10am S B. WADE SCI 106</td>
<td></td>
</tr>
<tr>
<td>CHILD DEVELOPMENT 036</td>
<td>Literature for Early Childhood (CSU)</td>
<td>1.00</td>
</tr>
<tr>
<td>7092 lec</td>
<td>8:30 - 5:00pm S J.E. PARKER SCI 201</td>
<td></td>
</tr>
<tr>
<td>or lec</td>
<td>8:30 - 5:00pm S C.A. BETTS SCI 211</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Class meets 2 Saturdays: 10/11/08 and 10/25/08, 8:30am - 5pm.</td>
<td></td>
</tr>
<tr>
<td>ENGLISH 028</td>
<td>Intermediate Reading and Composition</td>
<td>3.00</td>
</tr>
<tr>
<td>7034 lec</td>
<td>8:00 - 11:10am S A.A. BOYCE GC 209</td>
<td></td>
</tr>
<tr>
<td>ENGLISH 101</td>
<td>College Reading and Composition I (UC:CSU)</td>
<td>3.00</td>
</tr>
<tr>
<td>7033 lec</td>
<td>8:00 - 11:10am S D.M. STEWART GC 211</td>
<td></td>
</tr>
<tr>
<td>FAMILY AND CONSUMER STUDIES 048</td>
<td>Food Safety Training (NDA) (RPT 3)</td>
<td>0.50</td>
</tr>
<tr>
<td>7094 lec</td>
<td>8:00 - 5:00pm S C.L. LATULIP SCI 213</td>
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<tr>
<td></td>
<td>Class meets one Saturday, 10/18/2008.</td>
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<tr>
<td>MATHEMATICS 112</td>
<td>Pre-Algebra (NDA)</td>
<td>3.00</td>
</tr>
<tr>
<td>7063 lec</td>
<td>8:00 - 11:10am S T.S. OEPOMO LAC 113A</td>
<td></td>
</tr>
<tr>
<td>MATHEMATICS 123B</td>
<td>Elementary and Intermediate Algebra II</td>
<td>4.00</td>
</tr>
<tr>
<td>7066 lec</td>
<td>8:00 - 12:15pm S L. LYNN LAC 113A</td>
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<tr>
<td>MATHEMATICS 123C</td>
<td>Elementary and Intermediate Algebra III</td>
<td>4.00</td>
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<tr>
<td>7067 lec</td>
<td>8:00 - 12:15pm S A. GILL TR 102</td>
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<tr>
<td>MUSIC 650</td>
<td>Beginning Guitar (UC:CSU)</td>
<td>2.00</td>
</tr>
<tr>
<td>7051 lec</td>
<td>9:00 - 10:05am S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>&amp; lab</td>
<td>10:10 - 12:15pm S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>MUSIC 651</td>
<td>Classical Guitar I (UC:CSU)</td>
<td>2.00</td>
</tr>
<tr>
<td>7052 lec</td>
<td>9:00 - 10:05am S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>&amp; lab</td>
<td>10:10 - 12:15pm S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>MUSIC 652</td>
<td>Classical Guitar II (UC:CSU)</td>
<td>2.00</td>
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<tr>
<td>7053 lec</td>
<td>9:00 - 10:05am S I. GRIGORIEV MU 107</td>
<td></td>
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<tr>
<td>&amp; lab</td>
<td>10:10 - 12:15pm S I. GRIGORIEV MU 107</td>
<td></td>
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<tr>
<td>MUSIC 653</td>
<td>Classical Guitar III (UC:CSU)</td>
<td>2.00</td>
</tr>
<tr>
<td>7054 lec</td>
<td>9:00 - 10:05am S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>&amp; lab</td>
<td>10:10 - 12:15pm S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>MUSIC 654</td>
<td>Classical Guitar IV (UC:CSU)</td>
<td>2.00</td>
</tr>
<tr>
<td>7055 lec</td>
<td>9:00 - 10:05am S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>&amp; lab</td>
<td>10:10 - 12:15pm S I. GRIGORIEV MU 107</td>
<td></td>
</tr>
<tr>
<td>PHYSICAL EDUCATION 259</td>
<td>Golf Skills (UC:CSU) (RPT 3)</td>
<td>1.00</td>
</tr>
<tr>
<td>7082 lab</td>
<td>10:15 - 12:20pm S K.A. PLUTCHOK PE 137</td>
<td></td>
</tr>
<tr>
<td>REAL ESTATE 001</td>
<td>Real Estate Principles</td>
<td>3.00</td>
</tr>
<tr>
<td>7012 lec</td>
<td>11:20 - 2:40pm S C.W. KIRNBAUER BU 109</td>
<td></td>
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<tr>
<td>REAL ESTATE 003</td>
<td>Real Estate Practices</td>
<td>3.00</td>
</tr>
<tr>
<td>7017 lec</td>
<td>8:00 - 11:10am S C.W. KIRNBAUER BU 109</td>
<td></td>
</tr>
<tr>
<td>SPANISH 035</td>
<td>Spanish for Spanish Speakers II (CSU)</td>
<td>5.00</td>
</tr>
<tr>
<td>7001 lec</td>
<td>8:00 - 1:20pm S M.C. NUNEZ CV 8</td>
<td></td>
</tr>
<tr>
<td>SPEECH 101</td>
<td>Oral Communication I (UC:CSU)</td>
<td>3.00</td>
</tr>
<tr>
<td>7036 lec</td>
<td>8:00 - 11:10am S R. HUETE DS 104</td>
<td></td>
</tr>
</tbody>
</table>
ACCOUNTING 021  3.00 UNITS
BOOKKEEPING AND ACCOUNTING I (UC:CSU)
Prerequisite or corequisite: Business 38. Accounting 21 and 22 together are equivalent to Accounting 1. Concurrent enrollment in Accounting 21 and 22 is not permitted.
This course is the first half of Accounting 1. The complete Accounting cycle is covered including work with special journals, general ledger, accounts, trial balances, work sheets, income statements, balance sheets, adjusting entries, and closing entries.
0895  lec  11:10 - 2:15pm  M W  A.U. AHMED  BU 107

ACCOUNTING 022  3.00 UNITS
BOOKKEEPING AND ACCOUNTING II (UC:CSU)
Accounting 21 and 22 together are equivalent to Accounting 1. Concurrent enrollment in Accounting 21 and 22 is not permitted.
This course is the second half of Accounting 1. It includes a study of the voucher system, payroll accounting, depreciation, inventory valuation, bad debts, notes and interest.
Evening Class
3035  lec  3:50 - 6:55pm  M W  J.E. WORLEY  BU 107

ADMINISTRATION OF JUSTICE 001  3.00 UNITS
INTRODUCTION TO ADMINISTRATION OF JUSTICE (UC:CSU)
Law enforcement: History, organization, jurisdiction and professional opportunities.
0710  lec  8:00 - 9:35am  M W  H.N. SIEGEL  B 11
Evening Classes
3521  lec  6:55 - 10:05pm  Th  H.N. SIEGEL  B 11
3539  lec  3:30 - 6:30pm  M W  J.S. KRUPA  B 11

ART 103  3.00 UNITS
ART APPRECIATION I (UC:CSU)
This course is designed to develop a student’s understanding and appreciation of art and the artistic process.
0341  lec  9:00 - 12:05pm  T Th  L.F. GREENBERG  TBA

BUSINESS 001  3.00 UNITS
INTRODUCTION TO BUSINESS (UC:CSU)
This is a survey course. It introduces the student to the various technical specialties utilized in a business including: organization, marketing, finance, human resource management, production and much more. As the student is exposed to many different aspects of the world of business throughout the course, he or she also can begin to consider which areas represent potential careers.
The course is required for the Business Certificate and Degree. All Business majors should take this course.
0905  lec  9:35 - 11:00am  T Th  S.C. SANDELL  BU 102
0906  lec  1:00 - 4:10pm  T Th  S.C. SANDELL  BU 102

COMPUTER APPLICATIONS OFFICE TECHNOLOGY 033  2.00 UNITS
RECORDS MANAGEMENT AND FILING
Recommended for all CAOT and Business majors. Learn standard indexing and filing rules for manual and electronic filing systems as well as records management procedures.
1025  lec  9:35 - 11:45am  T Th  STAFF  BU 107

COMPUTER INFORMATION SYSTEMS 001  3.00 UNITS
PRINCIPLES OF BUSINESS COMPUTER SYSTEMS I (UC:CSU)
Corequisite: Computer Information Systems 23, Bus. 60 or the ability to type by touch.
This is an introduction to the principles and operation of computer systems used in business. Students learn about Windows, word processing, spreadsheet, database and Internet through hands-on interaction with the computer. This course does not teach keyboarding skills.
7611  lec  6:30 hrs/wk TBA  L.M. LANE  INTERNET
Contact loralane@yahoo.com as soon as you register.
3054  lec  3:30 - 6:25pm  T Th  STAFF  BU 106

COMPUTER INFORMATION SYSTEMS 023  1.00 UNITS
PROGRAMMING LABORATORY (CSU) (RPT 3)
Corequisite: One other Computer Information Systems course.
If available, sign up for a lab taught by the same instructor as your other CIS class. Computers are used to complete assignments.
7609  lab  4:20 hrs/wk TBA  L.M. LANE  INTERNET
Contact instructor at loralane@yahoo.com as soon as you register.

ENGLISH 021  3.00 UNITS
ENGLISH FUNDAMENTALS (NDA)
Prerequisite: A grade of “C” or better in Developmental Communications 20 or appropriate score on assessment test.
English 21 is an entry-level course which emphasizes improvement of writing skills, including grammar, punctuation, paragraph and short essay development. This is a credit/no credit class.
Evening Class
3165  lec  7:00 - 10:05pm  T Th  K. BLANK  GC 104

ENGLISH 028  3.00 UNITS
INTERMEDIATE READING AND COMPOSITION
Prerequisite: A grade of “C” or better in English 21 or English 73 or appropriate score on assessment test.
English 28 is the final preparatory course in composition and critical reading. Emphasis is placed on a review of grammar, mechanics, and paragraph writing. Students will write essays on various rhetorical patterns and will be introduced to research techniques. It is designed to assist the student to make the transition to English 101.
3171  lec  6:55 - 9:45pm  M W  STAFF  TBA
ENGLISH 101 [3.00 UNITS]
COLLEGE READING AND COMPOSITION I (UC:CSU)
Prerequisite: A grade of “C” or better in English 28 or English 31 or appropriate score on assessment test.
English 101 is a transfer Reading & Composition course designed to prepare students to handle a wide range of college writing assignments and to acquire the analytic skills necessary for effective academic preparation. Stress is placed on the organization and composition of objective expository and argumentative essays, including the research paper.
3183 lec 6:55 - 10:05pm  T Th  A. YARBOROUGH  FA 100

HISTORY 001 [3.00 UNITS]
INTRODUCTION TO WESTERN CIVILIZATION I (UC:CSU)
This course surveys the political, economic, social, religious, and intellectual activities of Western Civilization from the pre-history period through the fifteenth century. The study includes the ancient Middle East, Egypt, Greece, Rome, the Middle Ages, and the Renaissance.
0761 lec 8:00 - 11:00am  M W  C.J. PATTERSON  SCI 213

HUMANITIES 017 [3.00 UNITS]
FILM APPRECIATION (UC:CSU)
A survey of motion pictures and changing social attitudes in film from the silent era to the present.
0339 lec 12:45 - 3:50pm  T Th  D.R. O SHAUGHNESSY  MU 138

PHILOSOPHY 020 [3.00 UNITS]
ETHICS (UC:CSU)
A study of the basic principles of moral evaluation and their application to contemporary controversial moral issues. The primary emphasis is in aiding students in developing critical abilities in moral evaluation.
0402 lec 3:00 - 6:05pm  T Th  S. BENNET  GC 105

SOCIOLOGY 001 [3.00 UNITS]
INTRODUCTION TO SOCIOLOGY (UC:CSU)
Explains human behavior: child rearing, personality, American culture, deviance, sexual patterns, marriage, divorce, social class, power, media, and other institutions.
0767 lec 3:00 - 6:00pm  M W  T.J. CHAMBERS  TBA

SPEECH 101 [3.00 UNITS]
ORAL COMMUNICATION I (UC:CSU)
The purpose of this course is to train the student in critical thinking, research, and the organization of ideas presented in discussion and original speeches. To accomplish this purpose, students receive instruction and practical experience in audience analysis and adaptation, critical listening and evaluation. The entire course is designed to emphasize personal growth through effective oral communication. Public speaking is especially recommended for students who plan to enter the fields of salesmanship, law, teaching, or the ministry. It is a valuable part of leadership training.
0287 lec 1:00 - 4:05pm  T Th  M. SHANNON  DS 104
Late Start Class – Starts 10/27/08, Ends 12/20/08

SPEECH 121 [3.00 UNITS]
THE PROCESS OF INTERPERSONAL COMMUNICATION (UC:CSU)
This course provides analysis of, and practice in, non platform speaking which takes place when people interact. Course will provide understanding and awareness of the principles of communication.
Evening Class
3214 lec 5:30 - 8:20pm  M W  D.B. RAY  U 9

**SEE PAGE 89 FOR PACE LISTINGS**

Los Angeles Harbor College and the Dolores Huerta Labor Institute proudly present the new Labor Studies Focus PACE Track III
Class Offerings and Saturday Conference Information
(310) 233-4255

PACE Program for Accelerated College Education
For working adults who want to get their AA degree and transfer requirements completed quickly

PACE (Program for Accelerated College Education) is a five-semester curriculum offered by Los Angeles Harbor College to meet the needs of working adults. There are four instructional tracks: two on-campus tracks, with an emphasis on Inter-Disciplinary Studies and Teaching; the off-campus Labor Studies Track; and, the on-line Business-Track. The program is designed to satisfy the lower division General Education requirements for California State Universities and the requirements for the Associate of Arts degree from L.A. Harbor College. Please talk to your L.A. Harbor College counselor for more information about transferring.

Courses are team taught in an inter-disciplinary environment. Classes meet one night per week from 5:45 p.m. to 10:15 p.m., as well as are six required all day and two half day Saturday conferences held on the campus each semester. Internet assignments are also used to complement course content. Students will normally enroll in all four courses in a single group on the same evening.
PACE TRACK I

Group 1: TUESDAY
First 8 Weeks 4901 5:45 Anthro 102 M. Reddick
4903 8:00 Speech 121 D. O'Shaughnessy
Second 8 Weeks 4905 5:45 Geography 1 J. Quintero
4907 8:00 **STATS 1 N. Melucci

Group 2: TUESDAY
First 8 Weeks 4909 5:45 Hum 17 D. O'Shaughnessy
4911 8:00 History 86 D. Gatlin
Second 8 Weeks 4913 5:45 HEALTH 2 T. Lawton
4915 8:00 Psych 1 J. Watkins

Group 3: WEDNESDAY
First 8 Weeks 4917 5:45 Health 2 T. Lawton
4919 8:00 Poli Sci 1 P. Rodriguez
Second 8 Weeks 4921 5:45 Hum 1 D. Thompson
4923 8:00 History 12 D. Gatlin

Group 4: WEDNESDAY
First 8 Weeks 4925 5:45 Anthro 102 M. Reddick
4927 8:00 Soc 1 N. Thompson
Second 8 Weeks 4929 5:45 Music 111 R. Oakes
4931 8:00 Hum 6 M. Reddick

Group 5: THURSDAY
First 8 Weeks 4933 5:45 **Bio 3 S. Yoder
4935 8:00 Psych 1 J. Watkins
Second 8 Weeks 4937 5:45 Anthro 102 M. Reddick
4939 8:00 Child Dev H. Jenkins

PACE TRACK II

Group 1: TUESDAY
First 8 Weeks 4900 5:45 **Bio 3 S. Yoder
4902 8:00 Phil 6 K. Carter
Second 8 Weeks 4904 5:45 Mus 111 R. Oakes
4906 8:00 Soc 1 N. Thompson

Group 2: TUESDAY
First 8 Weeks 4908 5:45 English 101 D. Hudson
4910 8:00 Economics 5 G. Vice
Second 8 Weeks 4912 5:45 Eng 102 D. Hudson
4914 8:00 Hum 1 D. O'Shaughnessy

Group 3: WEDNESDAY
First 8 Weeks 4916 5:45 Eng 101 D. Hudson
4918 8:00 Hum 1 D. Thompson
Second 8 Weeks 4920 5:45 Eng 102 D. Hudson
4922 8:00 Art 102 L. Lipton

Group 4: WEDNESDAY
First 8 Weeks 4924 5:45 **Bio 3 S. Yoder
4926 8:00 Art 102 L. Lipton
Second 8 Weeks 4928 5:45 Poli Sci 1 P. Rodriguez
4930 8:00 **Bio 3 S. Yoder

Group 5: THURSDAY
First 8 Weeks 4932 5:45 English 101 D. Hudson
4934 8:00 Sp 121 D. O'Shaughnessy
Second 8 Weeks 4936 5:45 Phil 6 D. O'Shaughnessy
4938 8:00 **Bio 5 S. Yoder

**These classes require extra Saturdays

PACE TRACK III: Dolores Huerta Labor Track

Group 1: TUESDAY
First 8 Weeks 4960 5:45 English 28 Staff
4962 8:00 English 101 Staff
Second 8 Weeks 4964 8:00 History 1 Staff
Group 1 Classes will be held at the Harry Bridges Institute
350 W. 5th Street #208, San Pedro

Group 2: WEDNESDAY
First 8 Weeks 4970 5:45 English 28 Staff
4972 8:00 Health 2 Staff
2nd. 8 Weeks 4974 5:45 English 101 Staff
4976 8:00 History 1 Staff
Group 2 Classes will be held at Kaiser Hospital, Harbor City, The
Conference Center, 25825 Vermont Ave, #8, Harbor City

BUSINESS COURSES IN PACE ON THE INTERNET

Take a Look! http://www.glennvice.com/pace.htm

Students may take these courses as part of their PACE schedule or take one or
more of the Internet courses only. Courses offered in the Fall Semester will be:
Section No.
7613 -Accounting 1 -Intro. Accounting I - 5 Units (UC:CSU) - D. Ching
7614 -Accounting 2 - Intro. Accounting II - 5 Units (UC:CSU) - D. Ching
7616 -Computer Info. Syst. 23.-Programming Lab. (CSU) - 1 Unit
Instructor: Lora Lane
7683 -Economics 2 - Principles of Economics I - 3 Units (UC:CSU)
Instructor: Glenn Vice

Students enrolling in any of these Internet courses will attend an orientation session
on campus which will meet from 9-10 a.m. for Accounting I and 10-11 a.m. for
Accounting II at the Science Building, Room 112 on September 6, 2008. Economics
will meet from 6 - 7pm, Tuesday, September 2, 2008 in Bungalow 13. Optional
lecture/tutoring sessions will also be scheduled by instructors. All other instruction
and coursework will be conducted via E-mail using Internet resources. For more
information, contact the PACE office at (310) 233-4526 or email carterke@lahc.edu

SATURDAY CONFERENCES

First 8 Weeks:
September 13
September 27
October 11
October 25 (half-day—Finals)

Second 8 weeks:
November 8
November 22
December 5
December 20 (half day— Finals)

www.lahc.edu
OUTREACH CLASSES - FALL 2008

Short term classes offered at area high schools. For complete course descriptions, see the regular course listing in the schedule.

FALL 2008 Outreach Program

Proudly serving our community partners
LAUSD district 8: Banning, Carson, Gardena, Narbonne, and San Pedro High Schools AND
Palos Verdes Peninsula Unified School District:
Palos Verdes Peninsula and Palos Verdes High Schools.

High school students need to complete BOTH
the LAHC application for admission AND the K-12 approval form with counselor and parent signatures in place.

As this is a dynamic and growing program, there may be changes to the outreach schedule. Please see our online listings for updates/corrections prior to fall courses starting at
www.lahc.edu

Quotes from Harbor College Students

Nick Pados

"I came to Harbor College because of their football program. It has been a tremendous experience and will help me transfer to a good four-year program."

Los Angeles Harbor College...
Where Education Changes Everything!
Short term classes offered at area high schools. For complete course descriptions, see the regular course listing in the schedule.

Los Angeles Harbor College… Where Education Changes Everything!
LAHC Alumni & Friends Association
Member Benefits

Stay Connected
- SeaHawk Talk Newsletter
- Events Calendar
- Volunteer Opportunities
- Networking

Campus Privileges
- Library Usage on Premises (with Membership Card)
- 10% Discount on tickets for the LAHC Theater
- 10% Discount on Extension Classes
- FREE entry to LAHC Athletic events
- Discount on Photocopies in ASO (SeaHawk Center)

Community Benefits
- Access to California Credit Union (for former employees)
- Discount Tickets to area Theme Parks and Attractions

Join NOW for FREE!
Sign up today for FREE Membership until December 2008

Name ____________________________________________
Address __________________________________________
City, State ______________________________________ Zip ___________________
Email ___________________________________________ Phone ( ) ____________

What year(s) did you attend Harbor College ___________ Area of Study ____________

MAIL TO: LAHC FOUNDATION - ALUMNI & FRIENDS ASSOCIATION
1111 FIGUEROA PLACE WILMINGTON, CA 90744
310-233-4336 / Fax 310-233-4682 • www.lahc.edu (click on FOUNDATION)
On campus Mail Box #58
MANAGEMENT 911, 921, 931, 941  1-4 Units

COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

** Evening Classes
12:45 – 1:50pm  F  J.I. NARANJO  OV2

** Evening Classes
5:30 – 6:35pm  T  J.I. NARANJO  OV2

** Evening Classes
5:30 – 6:35pm  W  J.I. NARANJO  OV2

MARKETING
Division Chair: Stanley Sandell, 310-233-4177, sandelsc@lahc.edu

MARKETING 001  3.00 Units
PRINCIPLES OF SELLING (CSU)
This course provides training in effective sales techniques using a consultative approach. Emphasis is placed on building and selling one's personality, as well as on the development of persuasive sales presentations. Partnership building is the basis for sales presentations.

Internet Class
7612 lec  3:50 hrs/wk TBA -  A.L. SHAY
INTERNET
Contact professorshay@roadrunner.com as soon as you register.

MARKETING 021  3.00 Units
PRINCIPLES OF MARKETING (CSU)
This survey course presents basic information including: the marketing environment and the roles of market research, advertising, public relations, planning, pricing and distribution in the marketing process.

Internet Class
7621 lec  3:10 hrs/wk TBA -  R. MCGINNESS
INTERNET
Contact professorshay@roadrunner.com as soon as you register.

MARKETING 031  3.00 Units
RETAIL MERCHANDISING
Instructions in the principles and procedures involved in retailing in a global and multicultural environment. Applies the concept of fulfillment of customer wants and needs at a fair profit to department stores, mass merchandizing outlets, independent and chain stores, and non-store retailing, such as e-tailing. This class is offered once a year.

0996 lec  8:00 -  9:25am M W  R. BALTAZAR  BU 108

MARKETING 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

** Evening Classes
12:45 – 1:50pm  F  J.I. NARANJO  OV2

** Evening Classes
5:30 – 6:35pm  T  J.I. NARANJO  OV2

** Evening Classes
5:30 – 6:35pm  W  J.I. NARANJO  OV2

MATHEMATICS
Division Chair: Lauren McKenzie, 310-233-4500, mckenzlj@lahc.edu

LEARNING SKILLS 010  3.00 Units
MATHEMATICS FUNDAMENTALS (NDA) (RPT 3)
Prerequisite: None. Covers arithmetic topics necessary for other mathematics and related courses. Course offered on a CR/NC basis only.

0481 lec  9:35 - 11:00am  M W  L. MEGGERSON  T 110
& lab  2:05 hrs/wk TBA -  L.J. MCKENZIE  LAC 105B
0482 lec  9:35 - 11:00am  T Th  F. SADDIGH  CV 9
& lab  2:05 hrs/wk TBA -  L.J. MCKENZIE  LAC 105B

Evening Class
3384 lec  6:30 -  9:40pm  W  R.J. BROAS  TBA
& lab  2:05 hrs/wk TBA -  L.J. MCKENZIE  LAC 105B

MATHEMATICS 100  1.00 Units
MATHEMATICS WORKSHOP (NDA) (RPT 3)
Corequisite: Concurrent enrollment in a mathematics or mathematics related course.

This course supplements all math level courses by providing tutorial assistance. This course is offered on a credit/no credit basis.

0486 lab  3:10 hrs/wk TBA -  L.J. MCKENZIE  LAC 105B

One of Harbor College’s Successes

Dr. Richard Vladovic, Member, Board of Education, LAUSD

“I have a strong belief in Harbor College; it’s a good place to go. I went there for two years before transferring to USC, and my two kids also went there before transferring to UCLA, although they could have gone directly to a university. My wife and her parents also went to Harbor. It was the right place for us. I would recommend it to anyone.”
MATHMATICS 112  3.00 Units
PRE-ALGEBRA (NDA)
Review of arithmetic concepts and an introduction to elementary algebra concepts including signed numbers, exponents, mathematical sentences and linear equations.
0464 lec  8:00 - 9:25am  T Th  Z.T. ROMERO LAC 113B
0489 lec  9:35 - 11:00am  M W  R.D. SIBNER GC 204
0490 lec  8:00 - 9:35am  T Th  B.E. DOYNER T 110
0495 lec  1:00 - 2:25pm  T Th  J.S. PAVLINA TR 102
Evening Class
3386 lec  6:55 - 10:05pm  W  STAFF MU 134
3387 lec  6:55 - 10:05pm  Th  G.R. JUDD GC 103
Saturday Class
7063 lec  8:00 - 11:10am  S  T.S. OEPOMO LAC 113A

MATHMATICS 121  3.00 Units
ESSENTIALS OF PLANE GEOMETRY
Prerequisite: Completion of Math 112A & B or equivalent with a grade of “C” or better.
Definitions, axioms & theorems of geometry relating to angles, lines, circles, polygons & polyhedra.
Evening Class
3388 lec  6:55 - 10:05pm  Th  J.A. MACIAS LAC 113B

MATHMATICS 123A  4.00 Units
ELEMENTARY AND INTERMEDIATE ALGEBRA I
Prerequisite: Completion of Math 112 or equivalent with a grade of “C” or better.
First of three modules for Math 123 covering elementary algebra topics such as real numbers, algebraic expressions, solution of linear equations and inequalities. Applications relating to the above topics are also covered.
0491 lec  6:55 - 7:55am  MTWTh  M. JIMENEZ ZELJAK LAC 113A
0492 lec  8:00 - 9:15am  MTWTh  J. PAVLINA PH 106
0498 lec  8:00 - 9:15am  MTW  C.R. HUFF AST 101
0499 lec  9:35 - 10:40am  MTWTh  M. JIMENEZ ZELJAK LAC 113A
Recommended: Students should have internet access to take advantage of course instructional materials.
0500 lec  9:35 - 10:50am  MT Th  J.S. PAVLINA TR 102
0501 lec  11:10 - 12:25pm  MTW  C.R. HUFF AST 101
0502 lec  8:00 - 12:15pm  F  Z.T. ROMERO LAC 113B
0503 lec  12:45 - 1:55pm  MTWTh  F. SADDIGH CV 9
Evening Classes
3389 lec  7:05 - 9:10pm  T Th  F. FARIDPAK TR 102
3390 lec  4:05 - 6:10pm  M W  A. ELSHISHABI LAC 113A
3391 lec  7:05 - 9:10pm  M W  N.A. ANDRES SANDOR LRC 125
Saturday Classes
7054 lec  8:00 - 12:15pm  S  R.D. SIBNER LRC 125
7068 lec  10:15-2:30pm  S  K. KENEKS PH 106

MATHMATICS 123B  4.00 Units
ELEMENTARY AND INTERMEDIATE ALGEBRA II
Prerequisite: Completion of Math 123A with a grade of “C” or better.
Second of three modules for Math 123 covering additional elementary algebra topics such as polynomials and their operations, solution of second degree equations and radical expressions. Applications relating to the above topics are also covered.
0506 lec  6:55 - 7:55am  MTWTh  B. TONG TR 101
0507 lec  9:35 - 10:50am  MT Th  J.S. PAVLINA TR 102
0508 lec  9:35 - 10:50am  MTW  C.R. HUFF AST 101
0509 lec  12:45 - 1:50pm  MTWTh  STAFF PH 106
0510 lec  8:00 - 12:15pm  F  D.B. STRIVEWELL TR 101
0511 lec  11:10 - 12:15pm  MTWTh  A. MARTINEZ B 18
0512 lec  8:00 - 9:15am  MTTh  J. PAVLINA TR 102

Evening Classes
3392 lec  7:05 - 9:10pm  M W  M. SASO LAC 113A
3393 lec  7:05 - 9:10pm  T Th  W.L. OHM SCI 209
3394 lec  4:05 - 6:10pm  M W  S. DOWNEY TR 102
Saturday Class
7066 lec  8:00 - 12:15pm  S  L. LYNCH LAC 113A

MATHMATICS 123C  4.00 Units
ELEMENTARY AND INTERMEDIATE ALGEBRA III
Prerequisite: Completion of Math 123A&B or equivalent with a grade of “C” or better.
Third of three modules for Math 123 covering intermediate algebra topics such as functions, conic sections, series and sequences. Applications relating to the above topics are also covered.
0513 lec  8:00 - 9:15am  MTWTh  M. JIMENEZ TR 102
Recommended: Students should have internet access to take advantage of course instructional materials.
0514 lec  9:35 - 10:30pm  MTWTh  STAFF PH 106
0515 lec  10:00 - 11:05am  MTWTh  M.S. GAGRAT LRC 125
0516 lec  6:55 - 7:55am  MTWTh  D. STRIVEWELL TR 102
0517 lec  12:45 - 1:50pm  MTWTh  Z.T. ROMERO LAC 113B
0518 lec  9:35 - 10:30am  MTWTh  M. JIMENEZ ZELJAK LAC 113A
0519 lec  8:00 - 12:15pm  F  K.R. HENEKS LAC 113A
Evening Classes
3395 lec  6:55 - 7:55am  MTWTh  D. STRIVEWELL SCI 209
3396 lec  7:05 - 9:10pm  T Th  J.C. DESULIMA LRC 125
3397 lec  4:05 - 6:10pm  M W  D. LE LAC 113A
Saturday Class
7067 lec  8:00 - 12:15pm  S  A. GILL TR 102

MATHMATICS 215  3.00 Units
PRINCIPLES OF MATHEMATICS I (UC:CSU)
Prerequisite: Completion of Math 123C with a grade of “C” or better.
First in a two course sequence designed for future elementary school teachers.
0521 lec  12:45 - 2:10pm  M W  A. MARTINEZ B 18

MATHMATICS 216  3.00 Units
PRINCIPLES OF MATHEMATICS II (UC:CSU)
Prerequisite: Completion of Math 215 with a grade of “C” or better.
Second in a two course sequence designed for future elementary school teachers.
Evening Class
3398 lec  6:55 - 10:05pm  T  N. NOGUERA TR 101

MATHMATICS 227  4.00 Units
STATISTICS (UC:CSU)
Prerequisite: Completion of Math 123C with a grade of “C” or better.
Introductory mathematical statistics course covering descriptive and inferential statistics topics.
0522 lec  9:35 - 10:40am  MTWTh  Z.T. ROMERO LAC 113B
0523 lec  12:45 - 2:50pm  M W  B. TONG TR 102
0524 lec  8:25 - 9:25am  MTWTh  F. SADDIGH CV 9
Evening Class
3399 lec  7:05 - 9:10pm  T Th  S. ROMERO CV 6
7069 lec  8:00 - 12:15pm  S  F. FARIDPAK LAC 113B
MATHEMATICS COURSE SEQUENCE

Non-Transferable, A.A. degree Applicable Courses (ovals)

Lrn Skl 10 Arithmetic

Math 112 Pre-Algebra

Math 123 A
Element. & Int I

Math 123 B
Element. & Int II

Math 121
Geometry

Math 123 C
Element. & Int III

UC/CSU Transferable Courses (rectangles)

Math 215
Math for Teach I

Math 227
Statistics

Math 230
Liberal Arts

Math 245
College Algebra

Math 240
Trig.

Math 260
Pre-Calculus

(Math 240 is not a pre-requisite to Math 260 but it is a pre-requisite to Math 265)

Math 121 and 123C are pre-requisites to Math 240

K-6 Teaching Majors

Math 216
Math for Teach II

Bus. Soc. Science Majors

Math 235
Math 236

Math 265
Calculus I

(Math 265 Calculus I is a pre-requisite to Math 266 Calculus II)

(Math 266 Calculus II is a pre-requisite to Math 267 Calculus III)

(Math 267 Calculus III is a pre-requisite to Math 270 Linear Algebra)

(Math 270 Linear Algebra is a pre-requisite to Math 275 Diff. Eq)

Engineering, Math & Physics Majors
### MATHEMATICS 230 3.00 Units
MATHEMATICS FOR LIBERAL ARTS STUDENTS (UC: CSU)
Prerequisite: A grade of “C” or better in Mathematics 125 or equivalent.
Survey course of selected topics in modern mathematics.
**Evening Class**
- 3400 lec 6:55 - 10:05pm M H.G. ORTIZ TR 102

### MATHEMATICS 235 5.00 Units
FINITE MATHEMATICS (UC:CSU)
Prerequisite: Completion of Math 123C with a grade of “C” or better.
Covers topics of importance to certain Business and Social Science majors.
- 0527 lec 11:10 - 12:20pm MTWTh Z.T. ROMERO LAC 113B
**Evening Class**
- 3401 lec 7:05 - 9:35pm T Th B.E. DOVNER PH 106

### MATHEMATICS 236 5.00 Units
CALCULUS FOR BUSINESS AND SOCIAL SCIENCE (UC: CSU)
Prerequisite: Completion of Math 245 with a grade of “C” or better.
Calculus survey course for Business and Social Science majors.
- 0528 lec 12:45 - 1:55pm MTWTh M.S. GAGRAT LRC 125
**Evening Class**
- 3402 lec 6:55 - 10:05pm T Th H.A. HAMZA PH 106

### MATHEMATICS 240 3.00 Units
TRIGONOMETRY
Prerequisites: Completion of Math 120 and 125 with a grade of “C” or better.
In Intermediate Algebra (Mathematics 125) and Plane Geometry (Mathematics 120) or equivalent.
Study of trigonometric functions and their applications to other sciences.
- 0529 lec 2:00 - 3:25pm M W M.S. GAGRAT LRC 125
**Evening Class**
- 3403 lec 6:55 - 10:05pm T Th J. MUNCHERIAN LAC 113B

### MATHEMATICS 245 3.00 Units
COLLEGE ALGEBRA (UC:CSU)
Prerequisite: Completion of Math 123C with a grade of “C” or better.
Transfer level college algebra course. Serves as a prerequisite to Math 236.
- 0531 lec 8:00 - 9:25am M W Z.T. ROMERO LAC 113B
- 0532 lec 12:45 - 2:10pm T Th STAFF PH 106
**Evening Class**
- 3404 lec 6:55 - 10:05pm W R. WONG SCI 209

### MATHEMATICS 260 5.00 Units
PRE-CALCULUS (UC:CSU)
Prerequisite: Completion of Math 123C with a grade of “C” or better.
Math analysis topics necessary for a comprehensive background for the calculus sequence. Topics include theory of equations, matrices, sequences and series and analytic geometry.
- 0534 lec 11:10 - 12:20pm MTWTh M. JIMENEZ ZELJAK LAC 113A
**Evening Class**
- 3405 lec 7:05 - 9:35pm M W D. LE T 110

### MATHEMATICS 265 5.00 Units
CALCULUS WITH ANALYTIC GEOMETRY I (UC:CSU)
Prerequisites: Mathematics 240 and 260 or equivalents.
First course in a three semester unified treatment of analytic geometry and calculus. Topics include introduction of differential and integral calculus and their applications in science and engineering.
- 0535 lec 11:10 - 12:20pm MTWTh M.S. GAGRAT LRC 125
**Evening Class**
- 3406 lec 7:05 - 9:35pm M W S. DOWNEY TR 102

### MATHEMATICS 266 5.00 Units
CALCULUS WITH ANALYTIC GEOMETRY II (UC:CSU)
Prerequisite: Mathematics 265 with a grade of “C” or better.
Second course in a three semester unified treatment of analytic geometry and calculus. Topics include integration techniques and their applications. Transcendental functions and infinite series.
- 0536 lec 11:10 - 12:45pm MTWTh F. SADDIGH CV 9
**Evening Class**
- 3407 lec 7:05 - 9:35pm M W R.S. SALEM LAC 113B

### MATHEMATICS 267 5.00 Units
CALCULUS WITH ANALYTIC GEOMETRY III (UC:CSU)
Prerequisite: A grade of “C” or better in Mathematics 266.
Final course in a three semester unified treatment of analytic geometry and calculus. Topics include polar coordinates, parametric equations, multivariate calculus and their applications in science and engineering.
- 0537 lec 11:10 - 12:45pm MT Th J.S. PAVLINA TR 102

### MATHEMATICS 270 3.00 Units
LINEAR ALGEBRA (UC:CSU)
Prerequisite: A grade of “C” or better in Mathematics 266 or equivalent.
Recommended corequisite: Concurrent enrollment in Math 267.
Vector spaces, linear transformation, matrix algebra with an emphasis on theory.
- 0538 lec 9:35 - 11:00am M W F. SADDIGH CV 9

### MICROBIOLOGY
Division Chair Joyce Parker, 310-233-4556, parkerje@lahc.edu

#### MICROBIOLOGY 001 5.00 Units
INTRODUCTORY MICROBIOLOGY (UC:CSU)
Prerequisites: Chemistry 065, 066, or 101, or high school chemistry and one course from Biology 3, 5 or 6.
- 0675 lec 3:10 hr wk TBA R.L. WADE SCI 104

#### MICROBIOLOGY 020L 0.00 Units
GENERAL MICROBIOLOGY L (UC:CSU)
Prerequisite: Completion of Chemistry 065, 066, 101 or one year of high school chemistry with a grade of “C” or better. Concurrent enrollment in Microbiology Lecture is required.
This course is recommended for RN students. It is not open for credit to students who have credit in Microbiology 1. Principles of microbiology and how they relate to humans and the biological world. A materials fee of $25.00 is required.
- 0677 lab 12:45 - 3:55pm T R.L. WADE SCI 104
**Evening Class**
- 3480 lab 6:55 - 10:05pm T R.L. WADE SCI 104
- 3481 lab 6:55 - 10:05pm Th R.L. WADE SCI 104
- 3501 lab 3:35 - 6:45pm W R.L. WADE SCI 104
*3502 lab 12:45 - 4:05PM Th R.L. WADE SCI 106

#### MICROBIOLOGY 020U 4.00 Units
GENERAL MICROBIOLOGY U (UC:CSU)
Prerequisite: Completion of Chemistry 065, 066, 101 or one year of high school chemistry with a grade of “C” or better. Concurrent enrollment in Microbiology Laboratory is required.
This course is recommended for RN students. It is not open for credit to students who have credit in Microbiology 1. Principles of microbiology and how they relate to humans and the biological world.
- 0678 lec 11:10 - 12:35pm T Th R.L. WADE SCI 112
**Evening Class**
- 3479 lec 5:20 - 6:45pm T Th R.L. WADE SCI 112

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96 Fall 2008 Course Offerings   LOS ANGELES HARBOR COLLEGE
MICROBIOLOGY 040  1.00 Units
MICROBIOLOGY LABORATORY PREPARATIONS (RPT  2)
Prerequisite or corequisite: Microbiology 1 or 20.
Evening Class
3485  lab  3:10 hrs/wk TBA  -  R.L. WADE  SCI 104

MUSIC
Division Chair: Mark Wood, 310-233-4425, woodmd@lahc.edu
Department Chair: Ken Miller, 310-233-4413, millerkb@lahc.edu

MUSIC 101  3.00 Units
FUNDAMENTALS OF MUSIC (UC:CSU)
This course provides the basic knowledge of music needed by the candidate for the Standard Elementary Teaching Credential. It is also offered for the non-music major who wishes to study the basic rudiments of music, including notation, scales, keys and intervals, with some sight singing and ear training.
0371  lec  8:00 - 9:25am  M W  L.P. MOORE  MU 107
0377  lec  12:45 - 2:10pm  T Th  M.J. HISCOCKS  MU 135
Evening Classes
3285  lec  3:30 - 6:30pm  M W  S.S. MORRIS  MU 135
3293  lec  6:55 - 10:05pm  M W  S.S. MORRIS  MU 135

MUSIC 111  3.00 Units
MUSIC APPRECIATION I (UC:CSU)
This course is an introduction to music and musical masterpieces. They are presented through lectures, reports, and recordings. The course is recommended for the general college student who wishes to improve his/her understanding of music.
0378  lec  9:35 - 11:00am  M W  J.H. FAVREAU  MU 134
0379  lec  3: - 4:25pm  TTh  S.S. MORRIS  MU 135

MUSIC 161  3.00 Units
INTRODUCTION TO ELECTRONIC MUSIC (CSU)  (RPT  2)
In this course students are introduced to the basic principles of the new Digital Music Technology, synthesizers, computers and MIDI.
Evening Class
3286  lec  5:40 - 7:45pm  T  M.J. HISCOCKS  MU 141
&  lab  7:55 - 10:00pm  T  M.J. HISCOCKS  MU 135

MUSIC 165  3.00 Units
INTRODUCTION TO RECORDING ARTS
Covers basic acoustics, audio systems and terminology, microphone principles and usage, and an introduction to recording equipment and procedures.
0381  lec  5:45 - 7:50am  M  S.T. GOOMAS  MU 138
&  lab  4:30 - 6:35pm  M  S.T. GOOMAS  MU 138

MUSIC 180  0.50 Units
APPLIED MUSIC LABORATORY (RPT  3)
Prerequisite: Placement audition; corequisite: enrollment in Music 181, 182, 183, 184, or 299 and participation in private lessons.
Individualized instruction.
0382  lab  5:20 hrs/wk TBA  -  B.J. SMITH  MU 101

MUSIC 181  0.50 Units
APPLIED MUSIC I (UC:CSU)
Corequisite: Music 180.
Performance workshop for vocal and instrumental music students.
0398  lec  12:45 - 1:50pm  Th  B.J. SMITH  MU 101

MUSIC 182  0.50 Units
APPLIED MUSIC II (UC:CSU)
Corequisite: Music 180. Prerequisite: Music 181.
Performance workshop for vocal and instrumental music students.
0399  lec  12:45 - 1:50pm  Th  B.J. SMITH  MU 101

MUSIC 183  0.50 Units
APPLIED MUSIC III (UC:CSU)
Corequisite: Music 180. Prerequisite: Music 182.
Performance workshop for vocal and instrumental music students.
0400  lec  12:45 - 1:50pm  Th  B.J. SMITH  MU 101

MUSIC 184  0.50 Units
APPLIED MUSIC IV (UC:CSU)
Corequisite: Music 180. Prerequisite: Music 183.
Performance workshop for vocal and instrumental music students.
0401  lec  12:45 - 1:50pm  Th  B.J. SMITH  MU 101

MUSIC 185  1.00 Units
DIRECTED STUDY - MUSIC (UC:CSU)  (RPT  2)
*UC credit may be granted by petition after transfer.
0403  lec  1:05 hrs/wk TBA  -  K.B. MILLER  MU 107

MUSIC 200  4.00 Units
INTRODUCTION TO MUSIC THEORY (UC:CSU)
An in-depth study of Music Fundamentals, as well as an introduction to Harmony and Ear Training. An appropriate first step for Music Majors.
0348  lec  9:35 - 10:15am  MTWTh  K.B. MILLER  MU 135
&  lab  10:15 - 10:55am  MTWTh  K.B. MILLER  MU 127

www.lahc.edu  Course Offerings  97
MUSIC 202 3.00 Units
HARMONY II (UC:CSU)
Prerequisite: Music 201. Corequisite: Music 212.
Continuation of Music 201; presents modulation, chromatic harmony, jazz substitutions and modes.
1380 lec 11:10 - 12:35pm M W K.B. MILLER MU 135

MUSIC 212 2.00 Units
MUSICIANSHIP II (UC:CSU)
Prerequisite: Concurrent or previous enrollment in Music 202.
This course is a continuation of Music 211. Ear training, sight singing and keyboard harmony are continued on a more advanced level.
0404 lec 11:10 - 11:40am T Th K.B. MILLER MU 135
& lab 11:40 - 12:45pm T Th K.B. MILLER MU 135

MUSIC 241 1.00 Units
MUSIC NOTATION AND COPYING I (CSU)
Beginning techniques of drawing notes, rests and other basic music symbols.
0413 lec 8:15 - 9:20am T K.B. MILLER MU 134

MUSIC 243 1.00 Units
MUSIC NOTATION AND COPYING III
0414 lec 1:05 hrs/wk TBA - K.B. MILLER MU 134

MUSIC 251 0.50 Units
JAZZ IMPROVISATION WORKSHOP (UC:CSU) (RPT 3)
Prerequisite: Proficiency on a musical instrument. How to improvise solos in various jazz styles; how to function in a jazz combo.
0408 lec 1:30 - 2:35pm W K.B. MILLER MU 107
& lab 2:40 - 4:45pm W K.B. MILLER MU 107

MUSIC 261 3.00 Units
ELECTRONIC MUSIC WORKSHOP (RPT 2)
Prerequisite: Music 161 with at least a grade of "C" or equivalent.
This course offers the opportunity to master the skills introduced in Music 161. The emphasis is on creating original music compositions using compututers, synthesizers, and MIDI.
Evening Class
3235 lec 5:40 - 7:45pm W M.J. HISCOCKS MU 141
& lab 7:55 - 10:00pm W M.J. HISCOCKS MU 141

MUSIC 265 3.00 Units
RECORDING ARTS WORKSHOP (RPT 2)
Prerequisite: Music 165 with at least a grade of "C" or better.
Basic techniques of recording and mixing. Will prepare for and participate in multi-track recording sessions.
0335 lec 2:20 - 4:25pm T S.T. GOOMAS MU 107
& lab 4:25 - 5:25pm Th S.T. GOOMAS MU 102

MUSIC 271 3.00 Units
SONGWRITERS WORKSHOP (RPT 2)
Develop skills in writing original songs.
0323 lec 1:30 - 4:50pm M B.J. SMITH MU 136

MUSIC 280 3.00 Units
THE BUSINESS OF COMMERCIAL MUSIC
This course offers the student the opportunity to examine economic opportunities in the music business. Job opportunities and responsibilities for the performer, arranger, sales manager, audio engineer, and other music business related positions are explored.
Students have the opportunity to research areas of interest and discuss the music industry with guest speakers.
0456 lec 9:35 - 11:00am T Th B.J. SMITH MU 138

MUSIC 281 3.00 Units
COMMERCIAL MUSIC TECHNIQUES I
A continuation of Music 280, exploring careers in music.
0429 lec 9:35 - 11:00am T Th B.J. SMITH MU 138
& lab 1:45 hrs/wk TBA - B.J. SMITH MU 138

MUSIC 291 2.00 Units
MIDI INSTRUMENTS INSTRUCTION I
Prerequisite: The preceding semester is required for Music 292, 293, and 294.
Evening Class
3365 lec 6:55 - 8:00pm T M.J. HISCOCKS MU 135
& lab 8:00 - 10:05pm T M.J. HISCOCKS MU 141

MUSIC 292 2.00 Units
MIDI INSTRUMENTS INSTRUCTION II
Evening Class
3366 lec 6:55 - 8:00pm W M.J. HISCOCKS MU 141
& lab 8:00 - 10:05pm W M.J. HISCOCKS MU 141

MUSIC 293 2.00 Units
MIDI INSTRUMENTS INSTRUCTION III
Prerequisite: Music 293.
Evening Class
3367 lec 6:55 - 8:00pm W M.J. HISCOCKS MU 141
& lab 8:00 - 10:05pm W M.J. HISCOCKS MU 141

MUSIC 294 2.00 Units
MIDI INSTRUMENTS INSTRUCTION IV
Prerequisite: Music 293.
Evening Class
3368 lec 6:55 - 8:00pm W M.J. HISCOCKS MU 141
& lab 8:00 - 10:05pm W M.J. HISCOCKS MU 141

MUSIC 299 1.00 Units
MUSIC HONORS (UC:CSU) (RPT 3)
Prerequisite: Advanced status.
Designed for those students who have completed a sequence of classes and desire to develop even more advanced skills.
0336 lab 3:10 hrs/wk TBA - S.T. GOOMAS MU 107
0407 lab 3:10 hrs/wk TBA - K.B. MILLER MU 107

Education changes everything
### MUSIC 321
**ELEMENTARY PIANO I (UC:CSU)**
We begin with Middle C and go from there. The very beginning of learning to play a piano.

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### Evening Classes

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### MUSIC 322
**ELEMENTARY PIANO II (UC:CSU)**
Prerequisite: Music 321 or equivalent.
Continuation of Music 321 with improvisation and more advanced piano literature.

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### MUSIC 323
**ELEMENTARY PIANO III (UC:CSU)**
Prerequisite: Music 322 or equivalent.
The third course in a series that develops the student's sight reading, improvisation, transposition and harmonization abilities.

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### MUSIC 324
**ELEMENTARY PIANO IV (UC:CSU)**
Prerequisite: Music 323.
Continuation and expanding on previous piano techniques. More difficult pieces chosen from the masters.

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### MUSIC 361
**COMMERCIAL PIANO TECHNIQUES WORKSHOP (RPT 3)**
Prerequisite: Music 323.
Piano techniques for jazz and other popular styles of music.

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### MUSIC 385
**DIRECTED STUDY - MUSIC (UC:CSU)**
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<td>3:10 hrs/wk</td>
<td>S.T. GOOMAS</td>
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<td>3:10 hrs/wk</td>
<td>K.B. MILLER</td>
<td>MU 107</td>
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### MUSIC 400
**VOICE FUNDAMENTALS (UC:CSU)**
This course concentrates on general, 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.

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<td>K. LYNCH</td>
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### MUSIC 401
**CLASSICAL VOICE I (UC:CSU)**
Prerequisite: Concurrent enrollment in Music 400 or 411 with a grade of "C" or better.
A continued concentration of general basic fundamentals of singing, using vocal exercises and simple arias and art songs in Italian. Italian pronunciation and vocal style will be discussed. If prerequisite is not met, the student may audition for enrollment.

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### MUSIC 403
**CLASSICAL VOICE III (UC:CSU)**
Prerequisite: Concurrent enrollment in Music 400 or 411 with a grade of "C" or better.
A continued concentration of general basic fundamentals of singing, using vocal exercises and simple arias and art songs in French. French pronunciation and vocal style will be discussed. If prerequisite is not met, the student may audition for enrollment.

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### MUSIC 411
**ELEMENTARY VOICE I (UC:CSU)**
A class for all styles of singing to enhance vocal health and improve technique.

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### MUSIC 412
**ELEMENTARY VOICE II (UC:CSU)**
Prerequisite: Music 411. Continuation of Music 411.

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www.lahc.edu
MUSIC 413 2.00 Units
ELEMENTARY VOICE III (UC:CSU)
Prerequisite: Completion of Music 412
Tone production, breathing, diction, and interpretation.
1352 lec 1:10 - 1:40pm M W K. LYNCH MU 138
& lab 1:40 - 2:35pm M W K. LYNCH MU 138
Evening Class
3319 lec 6:00 - 7:05pm M B.J. SMITH MU 134
& lab 7:15 - 9:25pm M B.J. SMITH MU 134

MUSIC 414 2.00 Units
ELEMENTARY VOICE IV (UC:CSU)
Prerequisite: Completion of Music 413.
Continuation of advanced voice technique in Music 413; repertoire of greater difficulty.
1353 lec 11:10 - 11:40Am M W K. LYNCH MU 138
& lab 11:40 - 12:35pm M W K. LYNCH MU 138
Evening Class
3322 lec 6:00 - 7:05pm M B.J. SMITH MU 134
& lab 7:15 - 9:20pm M B.J. SMITH MU 134

MUSIC 441 2.00 Units
SONG REPERTOIRE (UC:CSU) (RPT 3)
A placement audition by the instructor at the first class meeting will be required.
Evening Class
3324 lec 6:00 - 7:05pm M B.J. SMITH MU 134
& lab 7:15 - 9:20pm M B.J. SMITH MU 134

MUSIC 511 0.50 Units
COLLEGIATE CHOIR (UC:CSU) (RPT 3)
Performs representative choral literature from all of the major artistic periods to modern jazz.
Evening Class
3294 lab 1:30 - 4:40pm T B.J. SMITH MU 101

MUSIC 531 0.50 Units
PHILHARMONIC CHOIR (UC:CSU) (RPT 3)
Evening Class
3295 lab 1:30 - 4:40pm T B.J. SMITH MU 101

MUSIC 650 2.00 Units
BEGINNING GUITAR (UC:CSU)
Beginning instruction on the guitar.
Evening Class
3345 lec 6:55 - 8:00pm M I. GRIGORIEV MU 107
& lab 8:05 - 10:10pm M I. GRIGORIEV MU 127
Saturday Class
7051 lec 9:00 - 10:05am S I. GRIGORIEV MU 107
& lab 10:10 - 12:15pm S I. GRIGORIEV MU 107

MUSIC 651 2.00 Units
CLASSICAL GUITAR I (UC:CSU)
Prerequisite: Music 650 or equivalent.
Evening Class
3343 lec 6:55 - 8:00pm M I. GRIGORIEV MU 107
& lab 8:05 - 10:10pm M I. GRIGORIEV MU 107
Saturday Class
7052 lec 9:00 - 10:05am S I. GRIGORIEV MU 107
& lab 10:10 - 12:15pm S I. GRIGORIEV MU 107
MUSIC 765  0.50 Units  
PERCUSSION ENSEMBLE (UC:CSU) (RPT 3)  
Open to all students interested in enhancing their rhythmic skills and learning about percussion instruments and literature. Emphasis will be placed on World Music.  
0428 lab  3:10 hrs/wk TBA  -  M. GORDY  MU 107  
0448 lab  12:15 - 3:25pm M  M. GORDY  MU 107  

MUSIC 775  0.50 Units  
JAZZ ENSEMBLE (UC:CSU) (RPT 3)  
This is an opportunity to play with a big Jazz band and learn to read and interpret all Jazz styles.  
Evening Class  
3326 lab  6:55 - 10:05pm Th  K.B. MILLER  MU 107  

MUSIC 911, 921, 931, 941  1-4 Units  
COOPERATIVE EDUCATION (CSU) RPT 3  
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.  
****  12:45 – 1:50pm F  J.J. NARANJO  OV2  
Evening Classes  
****  5:30 – 6:35pm T  J.J. NARANJO  OV2  
****  5:30 – 6:35pm W  J.J. NARANJO  OV2  

NURSING 185  1.00 Units  
DIRECTED STUDY - NURSING (RPT 2)  
Study is coordinated under the direction of a supervising instructor with current course content and skill development needs.  
**** lec  7:55 - 9:00am M  A.E. SMITH  NU 152  
or lec  7:55 - 9:00am M  S.F. NOWINSKI  NU 154  
or lec 11:15 - 12:20pm F  J.C. KIMBALL  LC MSP  
or lec  9:00 - 10:05am M  STAFF  NU 154  
or lec  9:00 - 10:05am M  STAFF  TBA  
Content enriches Nursing 313, Nursing 315  
**** lec  11:15 - 12:20pm F  C.B. LAPUZ  LC MSP  
or lec  2:00 - 3:05pm M  C.B. LAPUZ  NU 152  
or lec  9:00 - 10:05am M  S.F. NOWINSKI  NU 154  
& lec  9:00 - 10:05am M  A.E. SMITH  NU 152  
Content enriches Nursing 313, Nursing 315  
**** lec  10:10 - 11:15am M  D.F. WEBSTER  NU 133  
or lec  10:10 - 11:15am M  STAFF  NU 133  
Content enriches Nursing 323, Nursing 325  
**** lec  11:20 - 12:25pm M  D.F. WEBSTER  NU 133  
or lec  11:20 - 12:25pm M  STAFF  NU 133  
Content enriches Nursing 323, Nursing 325  
**** lec  4:30 - 5:35pm F  C.G. SCHWARTZMAN  NU 152  
Class starts 9/14/08  
**** lec  4:05 - 5:10pm M  STAFF  TBA  
Content for second year students.  

NURSING 301  3.00 Units  
SUCCESS STRATEGIES FOR NURSING (CSU) (RPT 1)  
This course is designed to assist the beginning and continuing nursing student to prepare for and to review nursing concepts and the roles and responsibilities of the registered nurse. Content includes review of basic mathematical skills, test taking skills, study skills, critical thinking and effective communication.  
Outreach Class  
6010 lec  3:15 - 6:15pm Th  STAFF  NHS  
13 Week Class - Starts 9/18/08, Ends 12/11/08  

NURSING 301A  1.00 Units  
ORIENTATION TO NURSING  
Course is designed for pre-nursing students who will be entering the Nursing Program within the next two semesters. Please bring a scantron and a #2 pencil with you the first day of class.  
Evening Class  
3430 lec  3:30 - 7:45pm T  C. STEVENSON  CV 8  

NURSING 301B  1.00 Units  
CRITICAL THINKING & NURSING STUDY SKILLS  
3431 lec  3:30 - 7:45pm W  C. STEVENSON  NU 133  

NURSING 301C  1.00 Units  
SUCCESSFUL TEST TAKING & THE NURSING PROCESS  
3432 lec  3:30 - 7:45pm W  C. STEVENSON  NU 133  

Meet the Faculty  
Evelyn Lum  

Evelyn Lum is the new Chair of the Nursing Division. She received her Masters of Nursing from UCLA in 1994, has worked in local area hospitals, and has taught Nursing at Harbor College since the fall semester of 1999.  
Ms. Lum grew up in Pennsylvania; deciding to come to Los Angeles, she borrowed $1000, rented a U-Haul, and drove across the country in three days.  
"It is a great joy to see students grow in their nursing skills, and in their love of nursing. I truly believe that nursing is a calling."
### NURSING 302 3.00 Units
**MATHEMATICS OF DRUGS AND SOLUTIONS**
After a review of relevant basic arithmetic, the student will use concepts of higher mathematics to gain knowledge of measurement systems, including apothecary and metric, and techniques, including solving for an unknown, for computing medication dosages, I.V. flow rates, and weight related dosages for children and adults.

| 3433 lec  | 3:30 - 6:40pm W | STAFF CV 8 |

### NURSING 311 1.00 Units
**COMMUNICATION IN NURSING (RPT 1)**
Prerequisites: Official admission to the Nursing Program or experience in nursing permitting advanced placement in the Nursing Program.

Students should enroll concurrently in Nursing 321. This course provides the theoretical knowledge and practical application of the interpersonal skills to interact therapeutically, institute a teaching-learning plan, and communicate

<table>
<thead>
<tr>
<th>3434 lec</th>
<th>4:15 - 7:10pm M</th>
<th>A.E. SMITH NU 133</th>
</tr>
</thead>
<tbody>
<tr>
<td>*** lec</td>
<td>4:10 - 7:30pm Th</td>
<td>E.V. MOORE LC MSP</td>
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</tbody>
</table>

### NURSING 313 4.00 Units
**INTRODUCTION TO NURSING PRACTICE (CSU)**
Prerequisites: Completion and verification of all program prerequisites and official admission to the nursing program.

Concurrent enrollment in Nursing 311, 315, and 321 required. Enrollment in Nursing 185 is strongly recommended. This course is an introduction to nursing permitting the student to give care to the hospitalized client, with focus on the (geriatric) mature adult. It includes basic nursing procedures and the study of health and nutrition. After satisfactory completion of the course, the student can function at the beginning nurse aide level.

| 3435 lec  | 10:10 - 12:20pm M | S.F. NOWINSKI NU 133 |
| & lec 2:00 - 3:35pm W | A.E. SMITH CV 9 |
| & lab 3:45 - 4:15pm W | A.E. SMITH CV 9 |
| & lab 6:45 - 3:30pm T | A.E. SMITH KF MC |
| & lab 6:45 - 1:00pm W | A.E. SMITH KF MC |
| or lab 6:45 - 3:30pm Th | D.L. BUTTS KF MC |
| or lab 6:45 - 1:00pm F | D.L. BUTTS KF MC |
| or lab 6:45 - 3:30pm Th | N.A. GIALLOMBARDO TBA |
| or lab 6:45 - 1:00pm F | N.A. GIALLOMBARDO TBA |
| or lab 6:45 - 3:30pm T | S.F. NOWINSKI TBA |
| or lab 6:45 - 1:00pm W | S.F. NOWINSKI TBA |
| & lec 8:50 - 9:50am M | STAFF NU 133 |
| & & lec 9:00 - 11:00am F | C.B. LAPUZ LC MSP |
| & lab 2:00 - 4:00pm F | C.B. LAPUZ LC MSP |
| & lab 6:45 - 2:15pm S | J.C. KIMBALL LC MSP |
| & lab 6:45 - 2:05pm U | J.C. KIMBALL LC MSP |
| or lab 6:45 - 2:20pm T | C.B. LAPUZ LC MSP |
| or lab 6:45 - 1:05pm W | C.B. LAPUZ LC MSP |
| & lec 9:15 - 10:20am M | J.C. KIMBALL LC MSP |

### NURSING 315 4.00 Units
**FUNDAMENTALS OF NURSING PROCESS AND PRACTICE**
Prerequisite: Completion of program prerequisites and completion of Nursing 313 with a grade of “C” or better and a satisfactory score on the mathematics skill test. Concurrent enrollment in Nursing 311, 313, 321 is required. Enrollment in Nursing 185 is strongly recommended.

This course includes fundamental and advanced nursing skills, pharmacology, and geriatrics utilizing the nursing process and the Roy Adaptation model in both theory and practice.

| *** lec 10:10 - 12:15pm M | A.E. SMITH NU 133 |
| & lec 2:00 - 3:05pm W | S.F. NOWINSKI CV 9 |
| & lab 3:45 - 4:15pm W | S.F. NOWINSKI CV 9 |
| & lab 6:45 - 3:25pm T | A.E. SMITH KF MC |
| & lab 6:45 - 1:00pm W | A.E. SMITH KF MC |
| or lab 6:45 - 4:50pm S | J. BOSTIC LC MSP |
| or lab 6:45 - 1:00pm U | J. BOSTIC LC MSP |
| or lab 6:45 - 3:30pm Th | S.F. NOWINSKI LC MSP |
| or lab 6:45 - 1:00pm F | S.F. NOWINSKI LC MSP |
| or lab 6:45 - 3:30pm Th | D.L. BUTTS KF MC |
| or lab 6:45 - 1:00pm F | D.L. BUTTS KF MC |
| or lab 6:45 - 3:45pm W | S.F. NOWINSKI CV 9 |
| & lec 3:05 - 4:10am W | S.F. NOWINSKI CV 9 |
| or lab 6:45 - 3:35pm T | N.A. GIALLOMBARDO TBA |
| or lab 6:45 - 1:00pm W | N.A. GIALLOMBARDO TBA |
| & lec 2:00 - 3:25pm W | J.C. KIMBALL LC MSP |
| & lab 3:45 - 4:20pm W | J.C. KIMBALL LC MSP |
| or lab 6:45 - 3:30pm T | J.C. KIMBALL LC MSP |
| or lab 6:45 - 2:00pm W | J.C. KIMBALL LC MSP |
| or lab 6:45 - 3:20pm Th | C.B. LAPUZ LC MSP |
| or lab 6:45 - 2:00pm F | C.B. LAPUZ LC MSP |
| & lec 9:15 - 10:20am M | J.C. KIMBALL LC MSP |

### NURSING 318 2.00 Units
**PATIENT CARE SEMINAR I (CSU) (RPT 3)**
Requires current enrollment in a required Nursing Program class.

This class is strongly recommended for continuing nursing students enrolled in classes with clinical labs. Sections are course specific.

| **** lec 12:10 - 1:25pm M | S.F. NOWINSKI NU 133 |
| or lec 7:50 - 9:55am M | L.M. YAMAKAWA LC MSP |
| & lec 7:50 - 9:20am M | E.V. MOORE GC 106 |

Content enriches Nursing 343, Nursing 345 and Nursing 347 4th Semester students only

| **** lec 2:05 hrs/wk TBA | STAFF NL L |

Content for second year students.

| **** lec 3:10 - 5:20pm M | STAFF NU 153 |
| or lec 2:00 - 4:05pm M | K.H. CLELAND NU 149 |
| or lec 7:50 - 10:00am M | S.F. NOWINSKI BU 109 |
| or lec 7:50 - 10:00am M | E.V. MOORE BU 109 |

Content enriches Nursing 333, 335, and 339.

### NURSING 321 1.00 Units
**NURSING PROCESS (CSU) (RPT 1)**
Prerequisite: Official admission into the nursing program or experience in Nursing permitting advanced placement in the Nursing Program.

This course introduces the concepts of the nursing process and the Roy Adaptation model for nursing practice.

| **** lec 4:00 - 7:00pm Th | D.F. WEBSTER NU 133 |
| **** lec 4:30 - 7:50pm Th | STAFF LC MSP |

### HAVE YOU APPLIED FOR GRADUATION?
**DEADLINE IS OCTOBER 16, 2008**

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102  Fall 2008 Course Offerings  LOS ANGELES HARBOR COLLEGE
NURSING 323  5.00 Units
NURSING PROCESS & PRACTICE IN THE CARE OF ADULT CLIENT I
Prerequisites: Completion of program prerequisites and all previous courses in Nursing with a grade of "C" or better. A passing score on the Mathematics skills test is required for satisfactory clinical performance. Concurrent enrollment in Nursing 325 is required. Enrollment in Nursing 185 is recommended.

The care of the adult client with medical-surgical problems of selected physiological systems, utilizing the nursing process and the Roy Adaptation model is presented.

**** lec  8:00 - 10:05am M  D.F. WEBSTER  NU 133
& lec  2:00 -  4:05pm M  STAFF  NU 133
& lec  1:00 -  3:10pm W  D.F. WEBSTER  NU 133
& lab  6:30 -  3:35pm T  N.J. ORTEGA  LC MMC
& lab  6:30 -  12:00pm W  N.J. ORTEGA  LC MMC
or lab  6:30 -  3:30pm T  D.F. WEBSTER  HG H
or lab  6:30 -  12:00pm W  D.F. WEBSTER  HG H
or lab  6:30 -  3:00pm Th  B.G. BERLIN  TM MC
or lab  6:30 -  12:00pm F  B.G. BERLIN  TM MC
or lab  6:30 -  3:30pm T  L.A. ANTONIO  TM MC
or lab  6:30 -  12:00pm W  L.A. ANTONIO  TM MC
or lab  6:30 -  3:30pm T  STAFF  LC MMC
or lab  6:30 -  12:00pm W  STAFF  LC MMC
or lab  6:30 -  3:00pm Th  S.B. MORALES  HG H
or lab  6:30 -  12:00pm F  S.B. MORALES  HG H
or lab  6:30 -  3:30pm S  J. BOSTIC  HG H
or lab  6:30 -  12:00pm U  J. BOSTIC  HG H

NURSING 325  5.00 Units
NURSING PROCESS & PRACTICE IN THE CARE OF ADULT CLIENT II
Prerequisites: Completion of program prerequisites and all previous courses in Nursing with a grade of "C" or better. A passing score on the Mathematics skills test is required for satisfactory clinical performance. Concurrent enrollment in Nursing 323 is required. Enrollment in Nursing 185 is recommended.

The care of the adult client with medical-surgical problems of selected physiological systems utilizing the nursing process and the Roy Adaptation model is presented.

**** lec  8:00 - 10:05am M  D.F. WEBSTER  NU 133
& lec  2:00 -  4:05pm M  STAFF  NU 133
& lec  1:20 -  3:30pm W  D.F. WEBSTER  NU 133
& lab  6:30 -  3:35pm T  N.J. ORTEGA  LC MMC
& lab  6:30 -  12:00pm W  N.J. ORTEGA  LC MMC
or lab  6:30 -  3:30pm T  D.F. WEBSTER  HG H
or lab  6:30 -  12:00pm W  D.F. WEBSTER  HG H
or lab  6:30 -  3:00pm Th  B.G. BERLIN  TM MC
or lab  6:30 -  12:00pm F  B.G. BERLIN  TM MC
or lab  6:30 -  3:30pm T  L.A. ANTONIO  TM MC
or lab  6:30 -  12:00pm W  L.A. ANTONIO  TM MC
or lab  6:30 -  3:30pm T  STAFF  LC MMC
or lab  6:30 -  12:00pm W  STAFF  LC MMC
or lab  6:30 -  3:00pm Th  S.B. MORALES  HG H
or lab  6:30 -  12:00pm F  S.B. MORALES  HG H
or lab  6:30 -  3:30pm S  J. BOSTIC  HG H
or lab  6:30 -  12:00pm U  J. BOSTIC  HG H

NURSING 327  2.00 Units
PATIENT CARE MANAGEMENT I (RPT 1)
Prerequisite: A grade of "C" or better in Nursing 311, 313, 315, and 321 and eligibility for the second semester, or admitted to the program advanced placement and completed one semester of clinical course work with a grade of "C" or better. Repeat: Eligible for 4th semester of nursing program.

This elective course will increase proficiency in the use of the nursing process and the Roy Adaptation Model in the administration of client care. This class is open-entry, hours to be arranged.

**** lab  6:30 hrs/wk TBA -  M.P. WICKERS  HOSP TBA

NURSING 329A  1.00 Units
ROLE TRANSITION FROM LVN TO RN A
Prerequisites: Current LVN license or experience in nursing permitting advanced placement in nursing program. Concurrent enrollment in Nursing 321 recommended.

This course is designed to assist the L. V. N. to make a successful transition to the role of RN student and pursue an RN license. Content will focus on resources available, role development, learning styles, dosage calculations, and heart, lung and bowel assessment.

**** lec  2:50 hrs/wk TBA -  K.S. YACHECHAK  INTERNET
& lec  5:50 hrs/wk TBA -  K.S. YACHECHAK  INTERNET

Contact wickermp@lahc.edu as soon as you register

NURSING 329B  1.00 Units
ROLE TRANSITION FROM LVN TO RN B
Prerequisites: Completion of Nursing 329A. Current LVN license or experience in Nursing permitting advanced placement in nursing program. Concurrent enrollment in Nursing 311 recommended.

Continues with content to assist the L. V. N. to make a successful transition to the role of R.N. nursing student. Content will focus on critical thinking, documentation of history and assessment, nursing process, calculation and administration of IV piggyback medications.

**** lec  2:50 hrs/wk TBA -  K.S. YACHECHAK  INTERNET
& lec  6:00 hrs/wk TBA -  K.S. YACHECHAK  INTERNET

Contact wickermp@lahc.edu as soon as you register

NURSING 333  3.00 Units
NURSING PROCESS & PRACTICE IN HEALTH CARE OF WOMEN/FAMILIES
Prerequisite: Completion of all program prerequisites and a Grade of "C" or better in all first year Nursing Program courses OR admission through the Advanced Placement LVN to RN route, and grade "C" or better in Anatomy I, Physiology 1, Microbiology 1 or 20, Psychology 41, Psychology 1 and English 101.

A passing score on the Mathematics skills test is required for satisfactory clinical evaluation. Renewal of certain tests and immunizations may be required. Concurrent enrollment in Nursing 335 and 339 is required. Enrollment in Nursing 318 is recommended. This course applies the nursing process based on the Roy Adaptation model to care for women with maternity and gynecological conditions.

**** lec  8:00 - 10:05am M  J. SAXTON  NU 153
& lec  9:00 - 11:05am Th  J. SAXTON  NU 153
& lab 11:45 - 12:15pm Th  J. SAXTON  NU 153
& lab  6:30 -  7:30pm T  P.A. BEUOY  TM MC
or lab  6:30 -  7:30pm U  A.M. FERRARA  TM MC
or lab  6:30 -  3:00pm W  J. SAXTON  LC MMC
or lab  6:30 -  12:30pm W  J. SAXTON  LC MMC

www.lahc.edu  Course Offerings 103
EDUCATION changes Everything
NURSING 345  3.00 Units
NURSING PROCESS/PRACTICE IN THE CARE OF
ADULT CLIENT III
Prerequisite: “LVN-30 unit” option: Admission to Nursing Program and
completion Nursing 339 with a grade of “C” or better.
LVN Advanced Placement: As above AND completion of required 2nd and
3rd semester nursing program courses and cognates, and Sociology 1 or
Anthropology 102 with grades of “C” or better.
This course emphasizes the nursing process and the Roy Adaptation model in
the care of clients with complex medical-surgical problems. High acuity care
settings and the critical care units are utilized.

**** lec 10:10 - 12:15pm M L.M. YAMAKAWA LC MSP
& lec 8:00 - 10:30am W L.M. YAMAKAWA NU 133
& lab 10:40 - 11:10am W L.M. YAMAKAWA NU 133
& lab 6:30 - 7:55pm Th L.M. YAMAKAWA LC MMC
& lab 6:30 - 10:00pm F L.M. YAMAKAWA LC MMC
or lab 6:30 - 7:55pm Th L.A. SMITH LC MMC
or lab 6:30 - 7:55pm U STAFF TM MC

NURSING 347  3.00 Units
LEADERSHIP AND MANAGEMENT
Prerequisite: For lecture: Grade “C” or better in all required nursing
courses and cognates listed in the Nursing curriculum for the selected
route. For Lab: Completion of the Nursing 347 lecture component with a
grade of “C” or better and a grade of “C” or better in Nursing 343 and
345.

Depending on availability of experiences and preceptors, students’ laboratory
assignments will be individually arranged by assigned clinical instructor. Students
should plan to attend all lecture and labs offered on campus. No grade will
be given until both lecture and lab are completed. To complete the program,
lecture grade must be a “C” or better plus a satisfactory grade in the lab. Focus
is on the management and planning of client care. Roles as a member of the
profession and as a manager of client care are emphasized. Integrated and
comprehensive client-care utilizing the nursing process and the Roy Adaptation
model is performed under the supervision of R.N., preceptor-role models.

**** lec 11:15 - 12:15pm M S.F. NOWINSKI NU 133
& lab 18:00 hrs/wk TBA - K.H. CLELAND HOSP TBA
or lab 18:00 hrs/wk TBA - L.M. YAMAKAWA HOSP TBA
or lab 18:00 hrs/wk TBA - D.F. MASSEY HOSP TBA
or lab 18:00 hrs/wk TBA - N.A. GIALLOMBARDO HOSP TBA
or lab 18:00 hrs/wk TBA - STAFF HOSP TBA
or lab 6:45 hrs/wk TBA - S.F. NOWINSKI HOSP TBA
(Lecture 12 week class - Starts 9/6/06, Ends 11/22/06)
(Lab 4 week class - Starts 11/22/06, Ends 12/21/06)

NURSING 364  3.00 Units
PHARMACOLOGY (CSU)
This course is open to pre-nursing majors, nursing students and those
interested in developing an understanding of medications. This course provides
an understanding of basic pharmacology and the standards, policies, and
regulations involved in medication administration. A brief review of the math
concepts involved in the calculations of dosages is included. The course focus
is on drug classifications, pharmacodynamics, chemical interactions, toxicology
and the use of the nursing process in medication administration.

**** lec 9:00 - 12:10pm T J.C. KIMBALL NU 133

NURSING 399A  5.00 Units
CERTIFIED NURSE ASSISTANT
Prerequisite: Completion of or concurrent enrollment in Nursing 399A.
Theory and clinical skills needed to work with residents/patients in the long
term care facility and the acute care setting. Nursing 399A must be taken either
before or concurrently with Nursing 399B. After successful completion of this
course, the student will be eligible to apply for certification and to take the State
of California Certified Nurse Assistant examination.

**** lec 8:00 - 4:30pm FS C.G. SCHWARTZMAN NU 133
or lec 7:00 - 3:30pm FSU C.L. ALLMOND ROYL WOOD
or lec 7:00 - 3:30pm FSU Y.B. BELL ROYL WOOD
& lec 10:30 - 4:30pm FS C.G. SCHWARTZMAN NU 133

Week of 9/11/06 – Class meets Friday only.

Week of 9/24/08 – Class meets Friday, Saturday & Sunday.

NURSING 399B  2.00 Units
CERTIFIED HOME HEALTH AIDE I
Prerequisite: Completion of or concurrent enrollment in Nursing 399A. Lecture
and clinical skills in working with residents/clients in the home care setting.
Emphasis given to safety principles and to methods for providing physical care
and emotional and social support. Upon successful completion of the course,
the student is eligible to apply for certification as a Home Health Aide in the
state of California.

**** lec 8:00 - 4:30pm F C.G. SCHWARTZMAN NU 133
or lec 7:00 - 10:50am FSU Y.B. BELL ROYL WOOD
& lec 7:00 - 3:30pm SU C.L. ALLMOND ROYL WOOD
or lec 8:00 - 4:30pm S C.C. SCHWARTZMAN NU 152

OCEANOGRAPHY

Division Chair: Joyce Parker, 310-233-4556, parkerje@lahc.edu

OCEANOGRAPHY 001  3.00 Units
INTRODUCTION TO OCEANOGRAPHY (UC:CSU)
Physical Oceanography. Major topics to be studied include the formation and
features of the sea floor, islands and coastlines, properties of seawater, waves,
currents, tides and marine life. Special reference is made to the California
coast and the problems of human uses of the sea. Includes field trips to coastal
Southern California sites.

0679 lec 8:00 - 9:25am M W T. MUNASINGHE SCI 210
0680 lec 9:35 - 11:00am M W T. MUNASINGHE SCI 210

Evening Classes
3478 lec 5:20 - 6:45pm M W T. MUNASINGHE SCI 210
3487 lec 6:55 - 10:05pm T J.D. MACK SCI 210

OCEANOGRAPHY 010  2.00 Units
PHYSICAL OCEANOGRAPHY LABORATORY (UC:CSU)
Prerequisite or corequisite: Oceanography 1.
Introduction to the tools and techniques used in oceanographic research today.
The student will learn analytic techniques used to study oceanographic features,
seawater properties, currents, tides, and waves. Includes field trips to coastal
Southern California sites.

0683 lab 9:00 - 12:10pm T T. MUNASINGHE SCI 210

Evening Class
3489 lab 6:45 - 10:05pm Th J.D. MACK SCI 210
OCEANOGRAPHY 012 3.00 Units
LECTURES IN MARINE BIOLOGY (UC:CSU)
Investigates the intertidal and offshore ocean habitats. The study of marine plants and animals, their ecology, morphology and economic importance to man.
0669 lec 11:10 - 12:35pm M W C.A. CROUCH SCI 106

OCEANOGRAPHY 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
****  12:45 – 1:50pm F  J.I. NARANJO OV2
Evening Classes
****  5:30 – 6:35pm T  J.I. NARANJO OV2
****  5:30 – 6:35pm W  J.I. NARANJO OV2

OFFICE MACHINES
Division Chair: Stanley Sandell, 310-233-4177, sandelsc@lahc.edu

OFFICE MACHINES 001 1.00 Units
INTRODUCTION TO OFFICE MACHINES
This class teaches touch operating skills on the computer ten-key pad, emphasizing speed and accuracy.
0971 lab 2:05 hrs/wk TBA - J.H. HEFFRON BU 104
Time to be arranged from 7:50-11am on Mondays & Wednesdays.
0991 lab 2:05 hrs/wk TBA - L.L. UHARRIET BU 104
Time to be arranged from 12:40 - 3:50pm on Tuesdays & Thursdays.

Personal Development
Division Chair: Brad Young, 310-233-4065, youngbj@lahc.edu Questions: Joy Fisher, 310-233-4033, fisherjp@lahc.edu

PERSONAL DEVELOPMENT 004 1.00 Units
CAREER PLANNING
This class will cover career planning and job seeking skills.
0113 lec 11:10 - 12:15pm T Th J. FISHER GC 208
9 Week Class - Starts 10/14/08, Ends 12/11/08

PERSONAL DEVELOPMENT 017 1.00 Units
COLLEGE SURVIVAL SKILLS DEVELOPMENT
Personal Development 17 is open to all students, and is required of all new EOPS students. Course covers time management, study skills, self-esteem, stress management, test taking, and campus services.
0110 lec 2:00 - 3:20pm Th B. BURSTEIN CV 3
14 Week Class - Starts 9/19/08, Ends 12/20/08
0157 lec 11:10 - 12:15pm W S.L. HIRSCH PE 137

Harbor College Bookstore
Snacks
Candy
Cold drinks
Coffee
Pastries
Sandwiches
Beverage Bar

School supplies

Clothing

Textbooks  Trade books
PHILOSOPHY 001 3.00 Units
INTRODUCTION TO PHILOSOPHY (UC:CSU)
A study of the nature, sources, and justification of claims to knowledge, different views of the nature of reality, and the place of human beings within it.
0435 lec 9:35 - 11:00am M W B.T. GALLARDO GC 108
0436 lec 11:10 - 12:35pm T Th P.D. GREENBERG GC 105
0437 lec 12:45 - 2:10pm M W J.E. COLEMAN SCI 210
0438 lec 1:00 - 4:05pm T D.R. SWANSON GC 103
LOGIC IN PRACTICE (UC:CSU)
Formal and informal logic, exercises in reasoning and contemporary moral and social issues will be discussed.
0439 lec 11:10 - 12:35pm M W V.D. GRASSIAN GC 204
0440 lec 9:35 - 11:00am T Th P.D. GREENBERG GC 105
4902 lec 7:55 - 10:00pm T K.E. CARTER GC 202
& lec 10:15 - 12:20pm S K.E. CARTER GC 202
& lec 2:25 hrs/wk TBA - K.E. CARTER GC 202
PACE class - Starts 9/2/08, Ends 10/25/08
4936 lec 5:45 - 7:50pm Th D.R. O SHAUGHNESSY GC 206
& lec 7:55 - 10:00am S D.R. O SHAUGHNESSY GC 206
& lec 2:25 hrs/wk TBA - D.R. O SHAUGHNESSY GC 206
PACE class - Starts 10/30/08, Ends 12/20/08
PHILOSOPHY 020 3.00 Units
ETHICS (UC:CSU)
A study of the basic principles of moral evaluation and their application to contemporary controversial moral issues. The primary emphasis is in aiding students in developing critical abilities in moral evaluation.
0402 lec 3:00 - 6:05pm T Th S. BENNET GC 105
Late Start Class - Starts 10/27/08, Ends 12/20/08
0442 lec 9:35 - 11:00am M W V.D. GRASSIAN MU 138
0443 lec 12:45 - 2:10pm T Th D.R. SWANSON GC 105
PHILOSOPHY 033 3.00 Units
COMPARATIVE SURVEY OF WORLD RELIGIONS (UC:CSU)
A survey of the historical development of the world’s great religions, with the origins, growth and contributions to man’s cultural heritage.
0444 lec 9:35 - 11:00am T Th B.T. GALLARDO MU 134
Evening Class
3329 lec 6:55 - 10:05pm T S. BENNET TBA

PHOTOGRAPHY 028 1.00 Units
LABORATORY PROCESSES (RPT 3)
Students will develop film, make enlargements, and learn presentation techniques. Students are required to pay a $25.00 material fee attached to this class.
0419 lab 11:20 - 2:30pm W D. JENNINGS FA 101

PHOTOGRAPHY 029 1.00 Units
PHOTOGRAPHY LABORATORY (RPT 3)
Prerequisite: Student must be concurrently enrolled in either Photography 110 or 111.
The course enables the photography students to improve their darkroom skills in both black and white and color photography. The student will also have the opportunity to practice studio lighting and large format camera techniques. Individual instruction and guidance will be offered. Students are required to pay a $25.00 material fee attached to this class.
0431 lab 11:20 - 2:30pm W D. JENNINGS FA 101
& lab 1:00 hrs/wk TBA - D. JENNINGS FA 101
Evening Class
3232 lab 5:45 - 10:05pm M D. JENNINGS FA 101

PHOTOGRAPHY 047 3.00 Units
INTRODUCTION TO COMPUTERIZED DIGITAL PHOTOGRAPHY
This course introduces the student to basic principles and artistic criteria of photography as implemented through the use of digital photographic technology. Students will be introduced to basic computer operation on either Macintosh or PC platforms, as well as functions of the digital camera and common software programs.
0433 lab 6:55 - 10:05pm T V.B. PRUDEN FA 101

PHOTOGRAPHY 110 2.00 Units
INTRODUCTION TO PHOTOGRAPHY (UC:CSU)
Prerequisite: The student must have access to a manually adjustable 35mm or digital camera; automatic or instamatic cameras are not adequate for this course.
This course provides instruction in the basic principles of black and white photography with darkroom experience. Emphasis is on photography as a fine art, stressing beginning visual awareness and craftsmanship. Students are required to pay a $25.00 material fee attached to this class.
0445 lec 12:40 - 1:45pm W D. JENNINGS FA 101
& lab 1:45 - 4:55pm W D. JENNINGS FA 101
Evening Class
3334 lec 5:45 - 6:50pm M D. JENNINGS FA 101
& lab 6:55 - 10:05pm M D. JENNINGS FA 101
PHOTOGRAPHY 111 2.00 Units
INTERMEDIATE PHOTOGRAPHY (CSU) (RPT 2)
Prerequisite: Photography 110 with a grade of "C" or better. Recommended Preparation: Art 501.
This course is a continuation of principles learned in Photography 110 with more advanced problems. The student is encouraged to explore the medium more fully through experience with lighting, portraiture, use of the view camera and creative darkroom printing techniques. The history of photography is integrated into the course. Students are required to pay a $25.00 material fee attached to this class.
0446 lec 12:40 - 1:45pm W D. JENNINGS FA 101 & lab 1:50 - 5:00pm W D. JENNINGS FA 101
Evening Class
3335 lec 5:45 - 6:50pm M D. JENNINGS FA 101 & lab 6:55 - 10:05pm M D. JENNINGS FA 101

PHOTOGRAPHY 121 3.00 Units
HISTORY AND APPRECIATION OF PHOTOGRAPHY (UC:CSU)
This course covers the major historical developments in Photography from the origin of the camera to the present.
0449 lec 11:10 - 12:35pm T Th D. JENNINGS MU 138

PHOTOGRAPHY 911, 921, 931, 941 1-4 Units
COORDINATED EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

PHYSICAL EDUCATION 228 1.00 Units
INDIVIDUAL AND DUAL ACTIVITIES - BODY CONDITIONING (UC:CSU) (RPT 3)
Concurrent enrollment is allowed in all sections BODY CONDITIONING. This class is designed to improve your overall fitness through aerobics, calisthenics, and stretching.
2110 lab 11:10 – 12:15pm T Th N.C. OMABOE PE 142
2113 lab 3:10 – 4:15pm M W D. ROMAN PE 142

PHYSICAL EDUCATION 229 1.00 Units
INDIVIDUAL AND DUAL ACTIVITIES - BODY DYNAMICS (UC:CSU) (RPT 3)
This class is designed to improve your overall fitness through AEROBICS, calisthenics, and stretching.
Evening Class
2901 lab 6:55 – 9:00pm Th N.C. OMABOE PE 142

PHYSICAL EDUCATION 238 1.00 Units
SELF-DEFENSE SKILLS (UC:CSU) (RPT 3)
This class will offer an individualized program of basic self-defense, physical fitness and MARTIAL ARTS awareness. Taught by the I.M.B. Academy staff. Recommended for both men and women of all experience levels, including beginners.
2116 lab 12:45 - 1:50pm T Th M. YAMASHITA PE 142
Evening Class
2904 lab 7:05 – 9:10pm T M. YAMASHITA PE 142

PHYSICAL EDUCATION 259 1.00 Units
GOLF SKILLS (UC:CSU) (RPT 3)
These classes are for students interested in improving their skills on a golf course. First class meeting in PE 137. Beginning Intermediate Advanced
2120 lab 12:30 - 2:45pm F K.A. PLUTCHOK PE 137
Saturday Class
7082 lab 10:15 – 12:20pm S K.A. PLUTCHOK PE 137

PHYSICAL EDUCATION 262 1.00 Units
TRACK AND FIELD SKILLS (UC:CSU) (RPT 3)
POWER WALKING
0647 lab 8:00 - 10:05am F S. KOMAI FIELD

PHYSICAL EDUCATION 285 2.00 Units
DIRECTED STUDY - PHYSICAL EDUCATION (UC:CSU)
Prerequisite: Consultation with instructor before enrolling.
**** lec 2:05 hrs/wk TBA - N.M. BARAKAT TBA

PHYSICAL EDUCATION 289 1.00 Units
BOWLING SKILLS (UC:CSU) (RPT 3)
2161 lab 3:30 - 5:35pm W K.A. PLUTCHOK PVB 1

PHYSICAL EDUCATION 298 2.00 Units
STRESS REDUCTION AND PHYSICAL EFFICIENCY (UC:CSU)
The study of alternative forms of physical education for improved body alignment and ease of movement with ability to reduce stress for all individuals. Teaching YOGA techniques.
2162 lec 9:35 - 10:05am T Th N.C. OMABOE PE 142
& lab 10:05 - 11:10am T Th N.C. OMABOE PE 142
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Units</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Schedule</th>
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<tbody>
<tr>
<td>PHYSICAL EDUCATION 304</td>
<td>1.00 Units</td>
<td>BASKETBALL SKILLS (UC:CSU) (RPT 3)</td>
<td>Beginning-Intermediate-Advanced</td>
<td>2126 lab 11:10 - 12:15pm M W - A.L. HENRY PE 125</td>
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<td>2127 lab 11:10 - 12:15pm T Th - A.L. HENRY PE 125</td>
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<tr>
<td>PHYSICAL EDUCATION 310</td>
<td>1.00 Units</td>
<td>FLAG/TOUCH FOOTBALL SKILLS (UC:CSU) (RPT 3)</td>
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<td>**** lab 2:40 - 4:45pm F - W. DE LEON PE 101</td>
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<td>PHYSICAL EDUCATION 322</td>
<td>1.00 Units</td>
<td>VOLLEYBALL SKILLS (UC:CSU) (RPT 3)</td>
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<td>0611 lab 9:35 - 10:40am T Th - S. KOMAI PE 125</td>
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<td>2140 lab 10:10 - 12:15pm F - S. KOMAI PE 125</td>
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<tr>
<td>PHYSICAL EDUCATION 328</td>
<td>1.00 Units</td>
<td>SOFTBALL SKILLS (UC:CSU) (RPT 3)</td>
<td>*UC credit may be granted by petition after transfer.</td>
<td>2150 lab 11:10 - 12:15pm M W - B. SUMMERS FIELD</td>
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<td>PHYSICAL EDUCATION 431</td>
<td>1.00 Units</td>
<td>MODERN DANCE (UC:CSU) (RPT 3)</td>
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<td>0613 lab 8:55 - 10:00am M W - F.R. YATES PE 142</td>
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<td>PHYSICAL EDUCATION 440</td>
<td>1.00 Units</td>
<td>SOCIAL DANCE (UC:CSU) (RPT 3)</td>
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<td>2141 lab 11:10 - 1:15pm F - S. KOSTICH PE 142</td>
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<td></td>
<td>2911 lab 7:05 - 9:10pm W - S. KOSTICH PE 142</td>
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<td>3464 lab 7:05 - 9:10pm M - S. KOSTICH PE 142</td>
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<td>PHYSICAL EDUCATION 508</td>
<td>2.00 Units</td>
<td>INTERCOLLEGIATE SPORTS - FOOTBALL (UC:CSU) (RPT 1)</td>
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<td>2148 lab 15:00 hrs/wk TBA - A.A. ALVILLAR FIELD</td>
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<td>12 Week Class - Starts 9/4/08, Ends 11/28/08</td>
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<td>PHYSICAL EDUCATION 511</td>
<td>2.00 Units</td>
<td>INTERCOLLEGIATE SPORTS - SOCCER (UC:CSU) (RPT 1)</td>
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<td>0615 lab 16:10 hrs/wk TBA - W. BARLOW FIELD</td>
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<td>11 Week Class - Starts 9/4/08, Ends 11/17/08</td>
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<td>0616 lab 16:10 hrs/wk TBA - W. BARLOW FIELD</td>
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<tr>
<td>PHYSICAL EDUCATION 516</td>
<td>2.00 Units</td>
<td>INTERCOLLEGIATE SPORTS- VOLLEYBALL (UC:CSU) (RPT 1)</td>
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<td>0617 lab 16:10 hrs/wk TBA - STAFF FIELD</td>
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<tr>
<td>PHYSICAL EDUCATION 550</td>
<td>2.00 Units</td>
<td>INTERCOLLEGIATE SPORTS - CHEER/YELL LEADERS/MARCHING</td>
<td>Required of all elected song and yell leaders.</td>
<td>Evening Class</td>
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<tr>
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<td>BAND (CSU) (RPT 3)</td>
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<td>3465 lab 6:30 hrs/wk TBA - J. HUFFMAN FIELD</td>
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<tr>
<td>PHYSICAL EDUCATION 552</td>
<td>1.00 Units</td>
<td>ATHLETICS PRE-SEASON CONDITIONING (UC:CSU) (RPT 3)</td>
<td>*UC credit may be granted by petition after transfer.</td>
<td>**** lab 3:10 hrs/wk TBA - M.A. ALVILLAR FIELD</td>
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<tr>
<td>PHYSICAL EDUCATION 557</td>
<td>1.00 Units</td>
<td>INTERCOL STREET-STRENGTH AND FITNESS TRAINING FOR</td>
<td></td>
<td>**** lab 3:10 hrs/wk TBA - M.A. ALVILLAR FIELD</td>
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<td></td>
<td>BASEBALL (UC:CSU) (RPT 3)</td>
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<td>**** lab 3:10 hrs/wk TBA - STAFF FIELD</td>
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<td></td>
<td></td>
<td>**** lab 3:10 hrs/wk TBA - W. BARLOW FIELD</td>
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<td>**** lab 9:00 hrs/wk TBA - STAFF FIELD</td>
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<tr>
<td>PHYSICAL EDUCATION 642</td>
<td>1.00 Units</td>
<td>ADAPTED FITNESS (UC:CSU) (RPT 3)</td>
<td>*UC credit may be granted by petition after transfer.</td>
<td>2163 lab 3:10 hrs/wk TBA - N.M. BARAKAT PE 140</td>
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<td>PHYSICAL EDUCATION 643</td>
<td>1.00 Units</td>
<td>ADAPTED STRENGTH TRAINING (UC:CSU) (RPT 3)</td>
<td>*UC credit may be granted by petition after transfer.</td>
<td>2165 lab 3:10 hrs/wk TBA - N.M. BARAKAT PE 140</td>
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<td>Lab will be open from 7:30am - 12:30pm MTWRF and 5pm - 8pm MW</td>
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<td>PHYSICAL EDUCATION 645</td>
<td>1.00 Units</td>
<td>ADAPTED AEROBICS (UC:CSU) (RPT 3)</td>
<td>*UC credit may be granted by petition after transfer.</td>
<td>2166 lab 3:10 hrs/wk TBA - N.M. BARAKAT PE 140</td>
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<td>Lab will be open from 7:30am - 12:30pm MTWRF and 5pm - 8pm MW</td>
</tr>
<tr>
<td>PHYSICAL EDUCATION 646</td>
<td>1.00 Units</td>
<td>ADAPTED CARDIOVASCULAR FITNESS (UC:CSU) (RPT 3)</td>
<td>*UC credit may be granted by petition after transfer.</td>
<td>2159 lab 3:10 hrs/wk TBA - N.M. BARAKAT PE 140</td>
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<td>Lab will be open from 7:30am - 12:30pm MTWRF and 5pm - 8pm MW</td>
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</table>
PHYSICAL EDUCATION 648  1.00 Units
ADAPTED EXERCISE FOR BACK DISORDERS (UC:CSU) (RPT  3)
Course is designed to meet the needs of students with disabilities with back and/or neck problems who can benefit from an individualized exercise program. Instruction and practice will be given in individualized exercise, including stretching, resistive exercise, and cardiovascular fitness. Students with disabilities need a medical prescription for exercises from physician.
*UC credit may be granted by petition after transfer.
2910 lab  3:10 hrs/wk TBA - P.F. BROWN PE 140
Lab will be open from 7:30am - 12:30pm MTWRF and 5pm - 8pm MW.
2916 lab  3:10 hrs/wk TBA - N.M. BARAKAT PE 140
Lab will be open from 7:30am - 12:30pm MTWRF and 5pm - 8pm MW.

PHYSICAL EDUCATION 649  1.00 Units
ADAPTED SPORTS AND GAMES (UC:CSU) (RPT  3)
*UC credit may be granted by petition after transfer.
2167 lab  3:10 hrs/wk TBA - N.M. BARAKAT PE 140
Lab will be open from 7:30am - 12:30pm MTWRF and 5pm - 8pm MW.

PHYSICAL EDUCATION 690  1.00 Units
WEIGHT TRAINING (UC:CSU) (RPT  3)
An open laboratory experience designed for the people who desire an individualized strength program using a combination of nautilus, universal, and free weight. This is suited for men and women of all age groups who are interested in muscle toning and muscle building beyond the normal workout; an average of three hours of workouts required a week. Students attend at the hours and day of their choice. All students will participate in an orientation session the first week of the semester. Each student must attend one orientation session as noted below. Students who completed the class in the immediate previous semester with a grade of "C" or better can request exemption from orientation. Orientation sessions will begin ON THE HOUR each hour the strength lab is open. Lab Hours are MTWTh 8:00 a.m.- 3:00 p.m. and 5:00 p.m. - 8:00 p.m and Fridays from 8:00 a.m. - 1:00 p.m. Workouts begin the second week of the semester.
2101 lab  3:10 hrs/wk TBA - A. L. HENRY PE 109

PHYSICAL EDUCATION 800  3.00 Units
INTRODUCTION TO DANCE AND DANCE HISTORY (UC:CSU)
Evening Class
2915 lec  6:55 - 10:05pm W F.R. YATES PE 137

PHYSICAL EDUCATION (NON-ACTIVITY)

PHYSICAL EDUCATION (NON-ACTIVITY) 713  3.00 Units
PHYS ED MAJOR'S CLASSES-INTRODUCTION TO COACHING ATHLETICS (UC:CSU)
Prerequisite: Physical Education or Recreation major or minor or coach of men's or women's sports.
    lec 9:00 - 12:00pm F G. SWADE PE 101
    lec 1:20 - 2:45pm T Th G. SWADE PE 101

PHYSICAL SCIENCE
Division Chair: Lauren McKenzie, 310-233-4500, mckenzlj@lahc.edu

PHYSICAL SCIENCE 001  3.00 Units
PHYSICAL SCIENCE I (UC:CSU)
Not open for credit to students who have completed Physics 11. A survey course exploring physical laws and how they help describe our environment.
0540 lec  9:35 - 11:00am T Th S.L. MORRIS PH 105

PHYSICAL SCIENCE 014  1.00 Units
PHYSICAL SCIENCE LABORATORY (UC:CSU)
Discovery of selected physical laws through experimentation with simple machines, gases, electricity, and magnetism.
0641 lab 12:45 - 2:00pm M S.L. MORRIS PH 105

PHYSICS
Division Chair: Lauren McKenzie, 310-233-4500, mckenzlj@lahc.edu

PHYSICS 006  4.00 Units
GENERAL PHYSICS I (UC:CSU)
Prerequisite: Completion of Math 240 or equivalent with a grade of "C" or better or concurrent enrollment.
A Trigonometry based college Physics course.
0542 lec 11:10 - 12:35pm M W B. GAMBLE PH 106
& lab 12:45 - 3:55pm W B. GAMBLE PH 105

PHYSICS 011  4.00 Units
INTRODUCTORY PHYSICS (UC:CSU)
Prerequisite: A grade of "C" or better in Mathematics 123C or equivalent. This course is not open for credit to students who have credit in Physics 6.
0544 lec 11:10 - 12:35pm T Th S.L. MORRIS PH 105
& lab 12:45 - 3:55pm T J.C. FU PH 105

PHYSICS 037  5.00 Units
PHYSICS FOR ENGINEERS AND SCIENTISTS I (UC:CSU)
Prerequisites: Physics 11 or equivalent and completion of or concurrent enrollment in Mathematics 265.
A calculus based physics course for science and engineering majors. Topics include mechanics and thermodynamics.
0546 lec  8:30 - 10:35pm T Th S.L. MORRIS PH 105
& lab  12:45 - 3:55pm T Th J.C. FU PH 105

PHYSICS 039  5.00 Units
PHYSICS FOR ENGINEERS AND SCIENTISTS III (UC:CSU)
Prerequisite: Physics 37 and Math 265.
Advanced topics from mechanics, electromagnetic theory, and modern physics.
Evening Class
3429 lec  4:00 - 6:05pm M W S.L. MORRIS PH 105
& lab  3:50 - 7:00pm T S.L. MORRIS PH 105
**PHYSIOLOGY 001L**  
0.00 Units  
**ELEMENTARY PHYSIOLOGY L (UC:CSU)**  
Prerequisite and/or corequisite: Completion of Chemistry 065, 066, or 101 or one year of high school chemistry with a grade of “C” or better. Concurrent enrollment in lecture and laboratory section is required.

An introduction to principles of human physiology from chemical/cellular to system levels of organization with an emphasis on the maintenance of homeostasis by the various organ systems. Success in human physiology is enhanced by a prior background of human anatomy.

This course meets the prerequisite for pre-nursing or preparation for allied-health occupations. Physiology 1 meets the California Nursing Board Standards for credit as Continuing Education for Registered Nurses and is approved for 80 hours of Continuing Education credit under provider number 02152. A materials fee of $15.00 is required.

<table>
<thead>
<tr>
<th>Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>0671</td>
<td>M</td>
<td>11:00 - 2:10pm</td>
<td>L.M. CALABRESE</td>
<td>SCI 104</td>
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<tr>
<td>0672</td>
<td>W</td>
<td>11:00 - 2:10pm</td>
<td>L.M. CALABRESE</td>
<td>SCI 104</td>
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<tr>
<td>0685</td>
<td>Th</td>
<td>8:00 - 11:10am</td>
<td>D.A. GAYLE</td>
<td>SCI 104</td>
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</table>

**PHYSIOLOGY**

**PHYSIOLOGY 001U**  
4.00 Units  
**ELEMENTARY PHYSIOLOGY U (UC:CSU)**  
Prerequisite and/or corequisite: Completion of Chemistry 065, 066, or 101 or one year of high school chemistry with a grade of “C” or better. Concurrent enrollment in lecture and laboratory section is required.

An introduction to principles of human physiology from chemical/cellular to system levels of organization with an emphasis on the maintenance of homeostasis by the various organ systems. Success in human physiology is enhanced by a prior background of human anatomy.

This course meets the prerequisite for pre-nursing or preparation for allied-health occupations. Physiology 1 meets the California Nursing Board Standards for credit as Continuing Education for Registered Nurses and is approved for 80 hours of Continuing Education credit under provider number 02152. A materials fee of $15.00 is required.

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Instructor</th>
<th>Location</th>
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<tbody>
<tr>
<td>3476</td>
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<td>7:10 - 10:20pm</td>
<td>B.H. LETVIN</td>
<td>SCI 103</td>
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<tr>
<td>3482</td>
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<td>6:55 - 10:05pm</td>
<td>T.G. MCCORD</td>
<td>SCI 104</td>
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<tr>
<td>3486</td>
<td>M</td>
<td>6:55 - 10:05pm</td>
<td>T.T. BUI</td>
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**POLITICAL SCIENCE**

**POLITICAL SCIENCE 001**  
3.00 Units  
**THE GOVERNMENT OF THE UNITED STATES (UC:CSU)**  
This course explains the theory and practice of democracy in United States national, state, and local government.

<table>
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<tr>
<th>Code</th>
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<th>Instructor</th>
<th>Location</th>
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<tr>
<td>0738</td>
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<td>16:00 - 17:20pm</td>
<td>J.B. STANBERY</td>
<td>GC 208</td>
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<tr>
<td>0739</td>
<td>W</td>
<td>16:00 - 17:20pm</td>
<td>W.L. LOITERMAN</td>
<td>B 13</td>
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<tr>
<td>0740</td>
<td>T</td>
<td>16:00 - 17:20pm</td>
<td>J.B. STANBERY</td>
<td>GC 208</td>
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<tr>
<td>0741</td>
<td>W</td>
<td>16:00 - 17:20pm</td>
<td>W.L. LOITERMAN</td>
<td>B 13</td>
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<tr>
<td>0744</td>
<td>T</td>
<td>16:00 - 17:20pm</td>
<td>J.B. STANBERY</td>
<td>GC 208</td>
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<tr>
<td>0745</td>
<td>T</td>
<td>16:00 - 17:20pm</td>
<td>W.L. LOITERMAN</td>
<td>B 13</td>
</tr>
<tr>
<td>0746</td>
<td>W</td>
<td>16:00 - 17:20pm</td>
<td>R.J. VEGA</td>
<td>GC 103</td>
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<tr>
<td>0752</td>
<td>W</td>
<td>16:00 - 17:20pm</td>
<td>L. ACQUAYE BADDOO</td>
<td>GC 105</td>
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**COOPERATIVE EDUCATION (CSU) RPT 3**

Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

Evening Classes

<table>
<thead>
<tr>
<th>Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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<tbody>
<tr>
<td>4919</td>
<td>F</td>
<td>17:00 - 18:20pm</td>
<td>P.L. RODRIGUEZ</td>
<td>SCI 103</td>
</tr>
<tr>
<td>4928</td>
<td>T</td>
<td>17:00 - 18:20pm</td>
<td>P.L. RODRIGUEZ</td>
<td>SCI 103</td>
</tr>
<tr>
<td>4944</td>
<td>T</td>
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<td>P.L. RODRIGUEZ</td>
<td>SCI 103</td>
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</table>

**PHYSICS 911, 921, 931, 941**

**COOPERATIVE EDUCATION (CSU) RPT 3**

Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

Evening Classes

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<th>Instructor</th>
<th>Location</th>
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<tbody>
<tr>
<td>7684</td>
<td>M</td>
<td>17:00 - 18:20pm</td>
<td>H.N. SIEGEL</td>
<td>G 103</td>
</tr>
<tr>
<td>7685</td>
<td>T</td>
<td>17:00 - 18:20pm</td>
<td>S.C. HEFFNER</td>
<td>G 103</td>
</tr>
</tbody>
</table>
POLITICAL SCIENCE 007  3.00 Units
CONTEMPORARY WORLD AFFAIRS (UC:CSU) (RPT 1)
Recommended prerequisite: Eligibility for English 101, or eligibility for and concurrent enrollment in English 28. Studies the relations of nations as well as trouble spots around the world.
0726 lec 9:00 - 12:10pm  F  R.J. VEGA  GC 106
0743 lec 11:10 - 12:35pm  M W  R.J. VEGA  GC 103

Enroll in Political Science 41 and become a member of the Student Senate. What is the Student Senate?
It is the legislative branch of student government, consisting of a maximum of 30 senators. The Student Senate meets during the Political Science 41 class time on Tuesdays at 12:45 pm in the Student Senate meeting room in the Seahawk Center. The primary purpose of the Student Senate is to represent the students of LAHC.

POLITICAL SCIENCE 041  2.00 Units
PRINCIPLES OF STUDENT LEADERSHIP (CSU) (RPT 1)
This course prepares students in the theory and practice of organization, leadership, principles of group leadership, and the development of decision making skills. It is open to the members of the Associated Student Government and others.
0747 lec 12:45 - 2:50pm  T  N.R. MALONE  TR 101
0748 lec 2:05 hrs/wk TBA - N.R. MALONE  SHC 200

POLITICAL SCIENCE 185  1.00 Units
DIRECTED STUDY - POLITICAL SCIENCE (UC:CSU) (RPT 2)
*UC credit may be granted by petition after transfer.
0729 lec 1:05 hrs/wk TBA - W.L. LOITERMAN  B 13
0750 lec 1:05 hrs/wk TBA - N.R. MALONE  SHC 200

POLITICAL SCIENCE 285  2.00 Units
DIRECTED STUDY - POLITICAL SCIENCE (UC:CSU)
*UC credit may be granted by petition after transfer.
0753 lec 2.05 hrs/wk TBA - N.R. MALONE  SHC 200
0756 lec 2.05 hrs/wk TBA - W.L. LOITERMAN  TBA

POLITICAL SCIENCE 385  3.00 Units
DIRECTED STUDY - POLITICAL SCIENCE (UC:CSU)
0759 lec 3:10 hrs/wk TBA - W.L. LOITERMAN  TBA

POLITICAL SCIENCE 911, 921, 931, 941  1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm  F  J.I. NARANJO  OV2
Evening Classes
**** 5:30 – 6:35pm  T  J.I. NARANJO  OV2
****  5:30 – 6:35pm  W  J.I. NARANJO  OV2

EDUCATION CHANGES EVERYTHING
PSYCHOLOGY 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

*** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
*** 5:30 – 6:35pm T J.I. NARANJO OV2
*** 5:30 – 6:35pm W J.I. NARANJO OV2

REAL ESTATE
Division Chair: Stanley Sandell, 310-233-4177, sandelsc@lahc.edu

REAL ESTATE 001 3.00 Units
REAL ESTATE PRINCIPLES
This is an overview of the fundamentals of real estate for those interested in getting a real estate state sales license or investing in real estate. Real Estate Sales license examination applicants are required to complete this course with a passing grade.

1027 lec 8:00 - 9:25am M W J.H. SANDELL GC 104
Evening Class
3121 lec 6:50 - 10:00pm M R.P. MARICICH BU 109
Saturday Class
7012 lec 11:20 - 2:40pm S C.W. KIRNBAUER BU 109

REAL ESTATE 003 3.00 Units
REAL ESTATE PRACTICES
Prerequisite: Real Estate 1 or real estate sales license. A broker exam required class. Studies the functions of a real estate broker.

Saturday Class
7017 lec 8:00 - 11:10am S C.W. KIRNBAUER BU 109

REAL ESTATE 005 3.00 Units
LEGAL ASPECTS OF REAL ESTATE I
A study of California real estate law. A broker exam required class.

Evening Class
3122 lec 6:50 - 10:00pm M C.W. KIRNBAUER BU 108

REAL ESTATE 007 3.00 Units
REAL ESTATE FINANCE I
A broker exam required class. Studies the financing of purchased property.

Saturday Class
1029 lec 9:35 - 11:00am M W K. GUNDERSON BU 108

REAL ESTATE 009 3.00 Units
REAL ESTATE APPRAISAL I
Students learn how to determine the market value of a residence. This is a broker exam required class. This class is offered once a year.

Evening Class
3156 lec 6:50 - 10:00pm W R.P. MARICICH BU 109

REAL ESTATE 014 3.00 Units
PROPERTY MANAGEMENT
A broker exam required class. Also meets part of the sales license requirement. Covers the management of residential real estate. This class is offered once a year.

Evening Class
3157 lec 6:50 - 10:00pm T R.P. MARICICH BU 109

REAL ESTATE 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

*** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
*** 5:30 – 6:35pm T J.I. NARANJO OV2
*** 5:30 – 6:35pm W J.I. NARANJO OV2

SERVICE LEARNING

SERVICE LEARNING 100 1.00 Units
INTRODUCTION TO SERVICE LEARNING (CSU) (RPT 3)
*** lec 0:30 hrs/wk TBA - S.W. MCMURRAY TBA
*** lab 1:05 hrs/wk TBA - STAFF TBA
Students interested in Service Learning should contact Service Learning Instructors at (310) 233-4245 or (310) 233-4240.

SOCIOLOGY
Division Chair: Brad Young, 310-233-4065, youngbj@lahc.edu

SOCIOLOGY 001 3.00 Units
INTRODUCTION TO SOCIOLOGY (UC:CSU)
Explains human behavior: child rearing, personality, American culture, deviance, sexual patterns, marriage, divorce, social class, power, media, and other institutions.

0131 lec 8:00 - 9:25am M W J.H. SANDELL GC 104
0132 lec 8:00 - 9:25am T Th J.H. SANDELL GC 104
0133 lec 9:35 - 11:00am M W J.H. SANDELL GC 104
0134 lec 9:35 - 11:00am T Th J.H. SANDELL GC 104
0135 lec 11:10 - 12:35pm M W J.H. SANDELL GC 104
0136 lec 11:10 - 12:35pm T Th J.H. SANDELL GC 104
0137 lec 1:00 - 2:25pm M W M.W. AGOPIAN GC 206
0767 lec 3:00 - 6:00pm M W T.J. CHAMBERS GC 204

SOCIOLOGY 007 3.00 Units
INTRODUCTION TO SOCIOLOGY (UC:CSU)
Explains human behavior: child rearing, personality, American culture, deviance, sexual patterns, marriage, divorce, social class, power, media, and other institutions.

0131 lec 8:00 - 9:25am M W J.H. SANDELL GC 104
0132 lec 8:00 - 9:25am T Th J.H. SANDELL GC 104
0133 lec 9:35 - 11:00am M W J.H. SANDELL GC 104
0134 lec 9:35 - 11:00am T Th J.H. SANDELL GC 104
0135 lec 11:10 - 12:35pm M W J.H. SANDELL GC 104
0136 lec 11:10 - 12:35pm T Th J.H. SANDELL GC 104
0137 lec 1:00 - 2:25pm M W M.W. AGOPIAN GC 206
0767 lec 3:00 - 6:00pm M W T.J. CHAMBERS GC 204

OUTREACH CLASS
6001 lec 3:00 - 5:00pm T Th J.C. WHEELER PVP HS

CONTACT INFORMATION
Contact richards907@hotmail.com as soon as you register.
SOCIOLOGY 002 3.00 Units
AMERICAN SOCIAL PROBLEMS (UC:CSU)
Recommended prerequisite: Eligibility for English 101, or eligibility for and concurrent enrollment in English 28. Examines problems of poverty, race relation, sexism, crime, drugs, and the environment.
Outreach Class
6039 lec 3:00 - 5:00pm T Th C.M. CLARK BHS
13 Week Class - 9/18/08, Ends 12/11/08

SOCIOLOGY 021 3.00 Units
HUMAN SEXUALITY (UC:CSU)
Sexual behavior, sexual anxieties, sexual fantasies, physiology, what is “normal”, orgasm, sexual preferences. This course meets the California Nursing Board Standards for credit as continuing education for Registered Nurses and is approved for 60 hours of continuing education credit under provider number 02152.
0138 lec 9:35 - 11:00am M W M.W. AGOPIAN GC 206
0139 lec 9:35 - 11:00am T Th M.W. AGOPIAN GC 206
0140 lec 11:10 - 12:35pm M W M.W. AGOPIAN GC 206
0141 lec 11:10 - 12:35pm T Th M.W. AGOPIAN GC 206
Evening Class
3009 lec 6:55 - 10:05pm M M.W. AGOPIAN GC 206

SOCIOLOGY 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.J. NARANJO OV2
**** 5:30 – 6:35pm W J.J. NARANJO OV2

SPANISH Division Chair: Carmen Carrillo, 310-233-4250, carrilc@lahc.edu

SPANISH 001 5.00 Units
ELEMENTARY SPANISH I (UC:CSU)
Credit is allowed for only one: Spanish 1 or the Spanish 21 and 22 combination.
This course stresses the mastery of Spanish fundamentals. Particular emphasis is placed upon developing the student’s ability to read, write, speak, and understand simple, idiomatic Spanish, including pronunciation, vocabulary, and elementary grammar.
0261 lec 7:00 - 9:30am T Th C.P. GARAY GC 101
0263 lec 11:10 - 1:40pm M W W. HERNANDEZ CV 6
0264 lec 11:10 - 1:40pm T Th E. DIMO CV 3
Evening Classes
3200 lec 4:00 - 6:30pm M W E. HEREDIA CV 5
3201 lec 4:00 - 6:30pm T Th M. KOVEN CV 4
3202 lec 7:05 - 9:35pm M W D. RENTERIA TR 101
Outreach Class
6013 lec 3:15 - 6:45pm M W M. BARRIO DE MENDOZA NHS
13 Week Class - Starts 9/15/08, Ends 12/10/08

SPANISH 002 5.00 Units
ELEMENTARY SPANISH II (UC:CSU)
Prerequisite: A grade of “C” or better in Spanish 1 or in the Spanish 21 and 22 combination or two years of high school Spanish or equivalent.
This course is a continuation of Spanish 1. The student’s ability to speak and understand Spanish is developed. Emphasis is also placed on correct pronunciation, vocabulary, and sentence structure. Reading and writing of basic Spanish are also further developed. Introduction to Hispanic culture.
0265 lec 7:00 - 9:30am T Th W. HERNANDEZ CV 6
Evening Classes
3204 lec 4:30 - 6:30pm M W N. BUSTAMANTE-RANDOLPH CV 3
3205 lec 7:05 - 9:35pm T Th M.E. VILLEGAS CV 4
Outreach Class
6016 lec 3:15 – 6:35pm M W A. MOINA NHS
19 Week Class - Starts 8/15/08, Ends 12/10/08

SPANISH 003 5.00 Units
INTERMEDIATE SPANISH I (UC:CSU)
Prerequisite: A grade of “C” or better in Spanish 2 or three years of high school Spanish or equivalent.
Completes and reviews the study of Spanish grammar. Introduction to Spanish literature.
0266 lec 11:10 - 1:40pm M W G.P. KOEHLER GC 209

SPANISH 021 3.00 Units
FUNDAMENTALS OF SPANISH I (UC:CSU)
Prerequisite: None. Not open to students having credit for Spanish 1.
Evening Class
3206 lec 6:55 - 10:05pm M W STAFF TBA
Outreach Class
6056 lec 3:15 – 5:20pm T Th D. RENTERIA SPHS
13 Week Class - Starts 9/15/08, Ends 12/10/08

SPANISH 035 5.00 Units
SPANISH FOR SPANISH SPEAKERS I (CSU)
0260 lec 8:00 - 10:30am M W W. HERNANDEZ CV 6

SPANISH 036 5.00 Units
SPANISH FOR SPANISH SPEAKERS II (CSU)
Saturday Class
7001 lec 8:00 - 1:20pm S M.C. NUNEZ CV 8

SPANISH 101 1.00 Units
SPANISH LANGUAGE LABORATORY (RPT 3)
Concurrent enrollment in Spanish class is required.
An independent course in which students improve their reading, writing, speaking and comprehension skills by use of audio materials.
Students must complete 25 hours for credit.
**** lab 2:05 hrs/wk TBA - C. CARRILLO LAC 109
Please see your spanish instructor or the division chairperson for an add slip.

SPANISH 911, 921, 931, 941 1-4 Units
COOPERATIVE EDUCATION (CSU) RPT 3
Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.
**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.J. NARANJO OV2
**** 5:30 – 6:35pm W J.J. NARANJO OV2
SPEECH

Division Chair: Carmen Carrillo, 310-233-4250, carrilc@lahc.edu

SPEECH 101 3.00 Units

ORAL COMMUNICATION I (UC:CSU)

The purpose of this course is to train the student in critical thinking, research, and the organization of ideas presented in discussion and original speeches. To accomplish this purpose, students receive instruction and practical experience in audience analysis and adaptation, critical listening and evaluation. The entire course is designed to emphasize personal growth through effective oral communication. Public speaking is especially recommended for students who plan to enter the fields of salesmanship, law, teaching, or the ministry. It is a valuable part of leadership training.

0279 lec 6:35 - 8:00am T Th  G.L. ROBERTSON DS 104
0280 lec 8:00 - 9:25am M W  D.B. RAY DS 104
0281 lec 8:00 - 11:10am F  G.L. ROBERTSON DS 104
0282 lec 9:35 - 11:00am M W  J. ANDERSON DS 104
0283 lec 9:35 - 11:00am T Th  M. SHANNON DS 104
0284 lec 11:10 - 12:35pm M W  J. ANDERSON DS 104
0285 lec 11:10 - 12:35pm T Th  M. SHANNON DS 104
0286 lec 12:45 - 2:10pm M W  J. ANDERSON DS 104
0287 lec 1:00 - 4:05pm T Th  M. SHANNON DS 104

Late Start Class - Starts 10/27/08, Ends 12/20/08

Evening Classes

3210 lec 3:30 - 6:40pm W  K.L. CAMPBELL DS 102
3211 lec 6:30 - 9:40pm M  P.M. KILEY DS 102
3213 lec 6:45 - 9:55pm Th  M.J. OATES DS 104

Outreach Class

6022 lec 3:00 - 5:05pm M W  STAFF CHS C23

13 Week Class - Starts 9/15/08, Ends 12/10/08

Saturday Class

7036 lec 8:00 - 11:10am S  R. HUETE DS 104

SPEECH 102 3.00 Units

ORAL COMMUNICATION II (UC:CSU)

This course will teach students global classroom skills for effective business presentations. Emphasis will be placed on Microsoft Powerpoint presentations and multimedia communication.

0288 lec 11:10 - 12:35pm M W  L.K. KRUEGER LRC 207

SPEECH 104 3.00 Units

ARGUMENTATION (UC:CSU)

This course trains students in the theory and practice of managing argumentative communication in both private and public situations.

0289 lec 9:35 - 11:00am M W  L.K. KRUEGER LRC 207

SPEECH 106 2.00 Units

FORENSICS (RPT 3)

Evening Class

3225 lab 7:05 - 9:10pm W  STAFF DS 104

Outreach Class

6002 lec 4:00 - 6:05pm T Th  M.R. CROSSMAN CHS 216

13 Week Class - Starts 9/16/08, Ends 12/11/08

SPEECH 113 3.00 Units

ENGLISH SPEECH AS A SECOND LANGUAGE (RPT 1)

For students whose native language is NOT English. Stresses the speaking of English, pronunciation, idiomatic expressions, and oral composition.

0290 lec 12:45 - 2:10pm M W  R.J. HOFFERD GC 211

THE BAXTER LIBRARY
at
Los Angeles Harbor College

Your first stop for information resources for class assignments and papers

***********************

Books
Articles from Journals and Magazines
Specialized Reference Works and Electronic Databases
Wireless internet

Plus, for Help in getting started and Guidance on using these resources, see the Reference Librarian

www.lahc.edu/library

www.lahc.edu
SPEECH 911, 921, 931, 941  1-4 Units

COOPERATIVE EDUCATION (CSU) RPT 3

Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

**** 12:45 – 1:50pm F J.I. NARANJO OV2
Evening Classes
**** 5:30 – 6:35pm T J.I. NARANJO OV2
**** 5:30 – 6:35pm W J.I. NARANJO OV2

STATISTICS

STATISTICS 001  3.00 Units

ELEMENTARY STATISTICS I FOR THE SOCIAL SCIENCES (UC:CSU)
Prerequisite: Math 125 or higher or equivalent.

0766 lec  9:35 - 11:00am  M W  STAFF  TBA

Evening Class
3575 lec  6:55 - 10:05pm  T  STAFF  TBA
4907 lec  7:55 - 10:00pm  T  N.J. MELUCCI  GC 206
& lec  10:15 - 12:20pm  S  N.J. MELUCCI  GC 206
& lec  2:25 hrs/wk  TBA  -  N.J. MELUCCI  GC 206

PACE class - Starts 10/28/08, Ends 12/20/08

SUPERVISION

Division Chair: Stanley Sandell, 310-233-4177, sandelsc@lahc.edu

SUPERVISION 001  3.00 Units

ELEMENTS OF SUPERVISION (CSU)
This course covers the development of the many supervisory skills required of the first-line supervisor. This class is offered once a year.

Evening Class
3097 lec  6:50 - 10:00pm  Th  W. GRIFFIN  BU 108

SUPERVISION 911, 921, 931, 941  1-4 Units

COOPERATIVE EDUCATION (CSU) RPT 3

Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.

**** 12:45 – 1:50pm F J.I. NARANJO OV2

TELEVISION

– see also Cinema

THEATER

Division Chair: Mark Wood, 310-233-4425, woodmd@lahc.edu
Dept. Chair: Larry Heimgartner, 310-233-4428, heimgalw@lahc.edu

THEATER 100  3.00 Units
INTRODUCTION TO THE THEATER (UC:CSU)
A lecture course designed to provide the beginning student with a general knowledge of theater, television and motion pictures and their influences on modern society.

0450 lec  8:00 - 9:25am  M W  L.W. HEIMGARTNER  MU 101

THEATER 185  1.00 Units
DIRECTED STUDY - THEATER (CSU)  (RPT  2)
Prerequisite: Student must qualify for advanced study in the Theater Arts Department.

*UC credit may be granted by petition after transfer.

**** lec  1:05 hrs/wk  TBA  -  L.W. HEIMGARTNER  DS 107

THEATER 200  3.00 Units
INTRODUCTION TO ACTING (UC:CSU)
Gain an appreciation of the work of the actor, and develop greater confidence in the projection of one's personality.

0452 lec  9:35 - 11:00am  M W  L.W. HEIMGARTNER  DS 107

THEATER 250  2.00 Units
CHILDREN’S THEATER PRODUCTION (CSU)  (RPT 3)
The student gains experience in acting, directing and producing children's plays.

For further information, contact Larry Heimgartner at 310-233-4428, heimgalw@lahc.edu
THEATER 262  
SPECIAL PROJECTS (CSU)  (RPT 3)  
2.00 Units  

Students are given the opportunity to plan, rehearse, stage and produce approved all-student projects before audiences. Students are expected to be available for special rehearsals and production times.  
*UC credit may be granted by petition after transfer.
0453 lab 4:15 hrs/wk TBA - L.W. HEIMGARTNER DS 107  

THEATER 270  
BEGINNING ACTING (UC:CSU)  
3.00 Units  

Learn techniques and skills for solving acting problems, and acquire fundamental knowledge of the acting process which can then be tested through the rehearsal and performance of scenes.  
0454 lec 11:10 - 12:35pm M W L.W. HEIMGARTNER DS 107  

THEATER 275  
SCENE STUDY (UC:CSU)  (RPT 3)  
2.00 Units  

Prerequisite: Theater 270 or equivalent.  
Students have a chance to plan, rehearse, stage and produce projects in a repertory theater atmosphere.  
0455 lab 11:10 - 12:35pm M W L.W. HEIMGARTNER DS 107  

THEATER 292  
REHEARSALS AND PERFORMANCES (UC:CSU)  (RPT 3)  
2.00 Units  

0434 lab 17:50 hrs/wk TBA - L.W. HEIMGARTNER DS 107  

THEATER 332  
APPLIED STAGE MANAGEMENT AND PRODUCTION (UC:CSU)  (RPT 3)  
2.00 Units  

Outreach Class  
6060 lab 3:15 - 5:45pm T/W/Th STAFF GHS  
13 Week Class - Starts 9/16/08, Ends 12/11/08  

THEATER 505  
HISTORY OF MOTION PICTURES (UC:CSU)  
3.00 Units  

0430 lec 11:10 - 12:35pm M W M.D. WOOD MU 101  

THEATER 550  
MULTIMEDIA PRODUCTION FOR THE STAGE (CSU)  (RPT 3)  
2.00 Units  

0432 lab 6:30 hrs/wk TBA - L.W. HEIMGARTNER DS 107  

THEATER 911, 921, 931, 941  
COOPERATIVE EDUCATION (CSU)  RPT 3  
1-4 Units  

Earn college credit for your on-the-job experience. Consult with instructor to enroll in 1-4 units of Cooperative Education at one of the following times during the first or second week of the semester.  
**** 12:45 - 1:50pm F J.I. NARANJO O/V2  
Evening Classes  
**** 5:30 - 6:35pm T J.I. NARANJO O/V2  
**** 5:30 - 6:35pm W J.I. NARANJO O/V2  

Quotes from Harbor College Students  

Ekaterina Kechkina  

“The LAHC provides knowledgeable professors, necessary classes and good services.”  

THEATER ARTS 550  
MULTIMEDIA PRODUCTION FOR THE STAGE  
6.00 Units  

Earn the beginning skills necessary to enter into the television production industry.  
For further information, contact Larry Heimgartner  
310-233-4428, heimgalw@lahc.edu  

Education changes Everything  

www.lahc.edu  
Course Offerings 117
English as a Second Language

Credit ESL classes at L.A. Harbor College are listed under the subject headings of ESL, Speech, Developmental Communications, and English in the Catalog and the Schedule of Classes. Speech 113 is an intermediate ESL Listening and Speaking course; Developmental Communications 76 is an intermediate ESL Reading course; and English 84, English 85, and English 86 are intermediate to advanced ESL writing and grammar courses. English 85 is CSU transferable credit; English 86 is CSU and UC transferable credit.

Students with U.S. residence may be eligible for fee waivers or Financial Aid.

International/Foreign Student Program

The International Student Office welcomes students from other countries. International student applications are available in the International Student Office (Admin 108) and on-line at www.lahc.edu/studyinlosangeles. Upon submission of a completed application packet, the International Student Office issues the applicant an I-20 Form, which the student takes to a U.S. Embassy or Consulate for an F-1 (Student) Visa. The International Student Office also welcomes prospective international students who are in the U.S. under another visa status and who would like to apply for a Change of Status to F-1 (Student) Status in order to attend this college. (Certain visa classifications may permit applicants to attend classes full time while awaiting Change of Status approval.) The International Student Office welcomes calls, emails, and walk-in visits from prospective students, their friends, and their relatives who would like application materials and/or clarification of the application process. Contact the International Student Office at 310-233-4111 or gradyp@lahc.edu.

Medical Insurance for International Students

The Board of Trustees of the Los Angeles Community College District (LACCD) requires that all international students at the nine colleges in the LACCD, including L.A. Harbor College, participate in the medical insurance program provided through the LACCD. Coverage is mandatory for all international students. The medical insurance will be charged at the time of enrollment for the Spring 2008 semester and will be paid with tuition and other fees. (One payment in the fall and one in the spring will provide year-round coverage for all continuing full-time international students.)

Coverage periods:
- Fall 2008 coverage (6 mo period): 8/15 - 1/31
- Spring 2008 coverage (6 mo period): 2/1 - 8/31
- Summer 2008 coverage for new students only: 6/1 - 8/31
- Winter coverage for new students only: 1/1 - 1/31

$70/mo x 6mo=$420
Summer 2008 Rate: Subject to Adjustment
Fall 2008 Rate: Subject to Adjustment
**PREREQUISITE APPROVAL FORM**

The registration system will block you from enrolling in a class if the required prerequisite course(s) are not in the computer database. Certain science and math courses taken in high school may be used to meet the prerequisite requirement(s). If you have completed the prerequisite courses listed on the back of this page at other colleges you need to see a Harbor College counselor to update your academic record database. For example, if you took an English 28 equivalent course at Any Town College, you will need to bring an official/unofficial transcript or report card to a Harbor College counselor showing a grade of

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>M. I.</th>
<th>Social Security No.</th>
<th>Date</th>
<th>Phone Number</th>
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*I understand that if I enroll in a course without fulfilling its prerequisite, I may not receive credit for the course.*

Student Signature

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**COURSE PREREQUISITE POLICY**

Prerequisite means the preparation or previous course work considered necessary for success in the course. The college REQUIRES students to complete prerequisites as pre-enrollment preparation (See Prerequisite Challenge Procedures for conditions under which a prerequisite may not be required.) Prerequisites which are listed in the College Catalog include:

1. Courses for which specific prerequisites have been validated,
2. Sequential course work in a degree-applicable program, and/or
3. Sequential course work in certificate programs and,
4. Courses in which a prerequisite is necessary for transfer to a four-year college or university.

Questions about prerequisites are best directed to a counselor prior to the first day of class.

**PREREQUISITE CHALLENGE PROCEDURES**

A prerequisite challenge requires written documentation which explains alternative course work, background or abilities which have adequately prepared the student for the course. A **Requisite Challenge Petition form**, which is used to file a prerequisite challenge, can be obtained from the office of the Vice President of Student Services in AD-125, Mathematics Division Chair Office in OV3, and English Division Chair Office in OV4. Reasons for seeking a prerequisite challenge may include one or more of the following:

1. A prerequisite is not reasonably available;
2. The student has the documented knowledge or ability to succeed in the course without meeting the prerequisite.
3. The student believes the prerequisite was established in violation of regulation or in violation of the District approved processes;
4. The student believes the prerequisite is discriminatory or being applied in a discriminatory manner.

The prerequisite challenge must be completed two weeks prior to the beginning of the semester in which the student plans to enroll. Upon filing the prerequisite challenge, the student may enroll into the desired class if space is available. If this challenge is not upheld the student will be dropped from the class.

**Note:** Students must have official transcripts on file in the Admissions & Records Office for all prerequisites completed at other institutions.
This list does not include all the prerequisites. Please refer to the course descriptions in the schedule of classes and the college catalog.

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisite</th>
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</thead>
<tbody>
<tr>
<td>Chemistry 70</td>
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<tr>
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<tr>
<td>English 28 &amp; 31</td>
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<tr>
<td>English 85</td>
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<tr>
<td>English 86</td>
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<tr>
<td>English 101</td>
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<td>Math 123A</td>
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<td>Math 123C</td>
<td>Math 123B</td>
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<td>Math 235</td>
<td>Math 123C</td>
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<tr>
<td>Math 236</td>
<td>Math 245</td>
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<td>Math 240</td>
<td>Math 123C &amp; Math 121</td>
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<td>Math 123C</td>
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<tr>
<td>Math 260</td>
<td>Math 123C</td>
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<td>Math 123C</td>
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<td>Math 275</td>
<td>Math 267</td>
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<tr>
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<td>Chemistry 55 or 65, Chemistry 101</td>
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<td>Physics 37</td>
<td>Physics 11 &amp; Math 265</td>
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<td>Physics 38</td>
<td>Physics 37 &amp; Math 265</td>
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<td>Physics 39</td>
<td>Physics 37 &amp; Math 265</td>
</tr>
<tr>
<td>Statistics 1</td>
<td>Math 123C</td>
</tr>
</tbody>
</table>
The Office of Compliance is responsible for performing advisory, investigative, analytical, mediation and training duties related to the processing of complaints, grievances and appeals in areas such as equal employment opportunity, sexual harassment, gender equity, civil rights practices, accommodation of the disabled and grievance resolution for students, faculty and staff at Harbor College.

**Drug-Free Workplace Policy**

In accordance with Section 22 of the Drug-Free Schools and Communities Act of 1989, Los Angeles Harbor College strives to maintain a drug and alcohol free campus for its students and employees. The unlawful manufacture, distribution, dispensation, use of, possession by students and college employees of illegal controlled substances or alcohol in all buildings, property, facilities, service areas, or on District business is prohibited (per Board Rules regarding Standards of Conduct, Section 9803.19).

The College maintains a drug and alcohol free awareness policy to inform students and employees about the dangers and health risks of drug and alcohol abuse in the workplace, on the campus and during college sponsored activities. Students and employees will be informed of the sanctions that will be imposed for policy violations and the availability of drug/alcohol counseling, treatment, and rehabilitation assistance. This policy statement serves as the annual notification as required by law. All students and employees are required to comply with this policy as a condition of their continued student status or employment.

Any student or employee violating this policy may be required to participate satisfactorily in a substance abuse rehabilitation program, and/or may be subject to disciplinary action, up to and including dismissal, or exclusion under applicable District Policies. In addition, an employee convicted of any workplace drug crime, must notify the college Personnel Office within five (5) days of conviction.

**Equal Opportunity Compliance**

L.A. Harbor College is committed to the philosophy of equal opportunity/equal access in all its employment, educational programs, and services. Thus, we are firmly committed to a policy of nondiscrimination on the basis of race, color, national origin, ancestry, religion, creed, sex, age, handicap, marital status, sexual orientation, or veteran status in our employment or educational programs and activities. Lack of English language skills will not be a barrier to access and participation in the occupational programs. However, many classes require competency in English. The college will offer assistance in acquiring English language skills. Inquiries regarding the equal opportunity policies or the filing of grievances may be directed to: Nina Malone, 233-4651.

**Smoke-Free Workplace Policy**

In keeping with the college’s commitment to provide a healthful environment and in recognition of the health hazards that exist from tobacco use and sidestream smoke, the college through its C.P.C. has adopted the following policy to promote a smoke-free campus. This policy applies to all students, faculty, administration, staff and visitors.

**Prohibitions**

Smoking or the use of smokeless tobacco products is prohibited inside all college facilities and in all vehicles maintained by the college. The college also prohibits the use, sale or promotion of tobacco products in any facility controlled by the college or as part of any college sponsored activity. In addition, the use of any tobacco product by an athlete, coach or staff member during any athletic event or practice is prohibited by the state athletic code.

**Sexual Harassment Policy**

The policy of the Los Angeles Community College District is to provide an educational, employment and business environment free from unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment. Employees, students or other persons acting on behalf of the District who engage in sexual harassment as defined by the District’s policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion or termination of contract. The specific rules and procedures for reporting charges of sexual harassment and for pursuing available remedies are incorporated in the LACCD Board Rules, Chapter 15. The Los Angeles Community College District has a policy which provides formal and informal procedures for resolving complaints.

Copies of the policy and procedures may be obtained from the Sexual Harassment Compliance Officer, Ms. Nina Malone at 233-4651, the college Advocate for Students, Ms. Yvonne Pueblos at 233-4038, or by calling the Office of the Vice Chancellor of Educational Services at (213) 891-2279, or the Office of Affirmative Action Programs at (213) 891-2315.

Any member of the College Community, which includes students, faculty, and staff, who believes, perceives, or actually experienced conduct that may constitute sexual harassment, has the right to seek the help of the College. Every employee has the responsibility to report such conduct when it is directed towards students to the Sexual Harassment Compliance Officer. 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.

**College Security and Safety**

Los Angeles Harbor College prides itself on the safe environment that exists to encourage learning and enrichment for our community. Students, faculty, staff, and visitors form a partnership in creating and maintaining that environment. The College maintains a 24-hour, 7-day a week campus security facility in the PE Building, staffed by the Los Angeles County Sheriffs. Contact number (310) 233-4600. Following are the latest annual crime statistics with comparison years under code 20 United States Code 1092 F:

<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Assault and Battery</td>
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<td>2</td>
<td>2</td>
<td>9</td>
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<tr>
<td>Robbery</td>
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<td>1</td>
<td>0</td>
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<tr>
<td>Burglary</td>
<td>1</td>
<td>1</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td>Burglary (Auto)</td>
<td>3</td>
<td>13</td>
<td>13</td>
<td>13</td>
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<tr>
<td>Grand Theft Auto</td>
<td>3</td>
<td>3</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td>Bomb Threat</td>
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<td>0</td>
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</tr>
<tr>
<td>Terrorist Threat</td>
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<td>0</td>
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</table>

Following are annual arrest statistics for comparison years under code 20 United States Code 1092 H:

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor law violations</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Drug abuse violations</td>
<td>1</td>
<td>3</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>Weapons possessions</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

This information is published in accordance with Section 201 Public law 102-26 the “Crime Awareness and Campus Security Act of 1990.”
COMMUNITY RESOURCES AND HOT LINES

AIDS
- California Aids Hotline
  (800) 367-2437
- L.A. Free Clinic
  (323) 653-1990 appointment line

Battered Persons/Victims/Adult Abuse
- Domestic Violence Hotline
  (323) 681-2626
  (800) 548-2722 bilingual
- Info Line/Los Angeles & other human services referrals
  (800) 339-6993 24hour/7days
- L.A. Commission/Assaults against Women
  (310) 392-8381 hotline

Counseling/Mental Health
- Didi Hirsch Community Mental Health
  (310) 390-6612 Culver City
  (310) 677-7808 Inglewood & Gardena
- L.A. County Mental Health
  (800) 854-7771
- Suicide Prevention Center
  (877) 727-4747 24hour

Disabled/Special Ed/Rehabilitation
- Access Services Inc.
  (800) 827-0829
  Accessible transportation for persons with disabilities.
- Western Law Center/Disability Rights
  (213) 736-1031
- California Department of Rehabilitation
  (310) 793-1157

Drug/Alcohol/Tobacco/Addictions
- Al-Anon Family Group
  (818) 760-7122 24hour central office
- Alcoholics Anonymous
  (310) 618-1180 South Bay, 24hour
- Cocaine Anonymous
  (310) 216-4444
- Gambler’s Anonymous
  (213) 386-8789
- Marijuana Anonymous
  (800) 766-6779
- National Referral Center
  (800) 550-0467
  For those who need help with alcohol, drug or psychiatric referrals.
- Nicotine Anonymous/Southern California
  (800) 642-0666 24hour

Emergency Assistance
- Info Line/Los Angeles
  (800) 339-6993 24hour
  Multilingual referrals to human services in L.A. County.
- WIC Program (Women, Infants, Children)
  (888) 942-2229
  (626) 856-6600
  A supplemental food program, serves pregnant and breast-feeding women & infants.
- Harbor Interfaith Shelter
  (310) 831-9123
  For homeless families
- Salvation Army/Torrance
  (310) 782-9428
  Food for homeless

Family Planning
- Harbor Free Clinic/San Pedro
  (310) 547-0202
- Project Cuddle
  (888) 628-3353 24hour
  Support for pregnant women.
- Pregnancy Counseling/Helpline
  (562) 691-9395 24hour
- South Bay Family Health Care Center
  (310) 318-2521

Legal Assistance
- Legal Aid Foundation
  (562) 435-3501
- We TIP Crime Hotline
  (800) 873-7283
  Callers remain anonymous when reporting major crimes.
ENGLISH AS A SECOND LANGUAGE

Extensive Saturday program offered year-round in English as a second language (ESL). Enrollment is open and continuous. Program is designed for students whose native language is not English and who have little or no English speaking ability. Qualified instructors with academic TESL (Teaching English as a Second Language) backgrounds lead students from the ground up with handouts, simple pronunciation games, and grammar-building exercises.

Beginning Listening and Speaking • Intermediate Listening and Speaking
Advanced Listening and Speaking • Beginning English Structure
Beginning / Intermediate Reading and Vocabulary • Advanced Reading and Vocabulary
Intermediate / Advanced Conversation and Discussion

Continuing Education classes are FREE*

Call now to request our latest Extension Program catalog, with even more class titles!

*Some classes have an optional $10-$30 material fee payable in first class meeting.

(969) Computer Keyboarding & Typing Skills
Improve your typing skills with this self-paced class. Students will learn proper finger positioning and posture on computer keyboards with hands-on lab applications. Gain speed, accuracy, and most of all, confidence in type-written work. Typing test and certificate will be administered upon completion of the course.

(986.1) Spanish for Public Personnel
Make yourself more marketable by obtaining basic communication skills in the second most utilized language in Southern California. Anyone in the public service workforce should be able to assist his or her Spanish-speaking constituents. Class will focus on conversation, proper phrases, greetings and common phrases of assistance. Successful participants will receive a certificate. Class size is limited; please call to reserve a space.

(994.1 & 994.2) Office and Clerical Training Certificate Program
Gain the skills you need to succeed in the modern office industry. Learn clerical techniques, industry standards and expectations, secretarial skills, simple bookkeeping, and touch up computer skills. Successful students will receive a certificate upon completion. All students must enroll in both sections to participate in the certificate program.

Los Angeles Harbor College Extension Program - Register in B-16
24-hour Registration: (310) 233-4450 • email: aguilerp@lahc.edu • website: www.lahc.edu
COOPERATIVE WORK EXPERIENCE

Your Job Can Work For You!
» Make the connection between college and career!
» Earn up to 4 units per semester toward your Associate Degree while you work on your job.
» Earn one unit of college credit for
  1 - attending cooperative education classes weekly and
  2 - working at least seventy-five (75) hours during the semester.

Gain Perspective on career goals through application of theory to “real life experience”.

Students must:
1. Be employed on a regular basis (full or part-time, supervised volunteer work and unpaid internships may also qualify).

2. Pursue a planned program based on measurable learning objectives agreed to with the instructor.

3. Enroll in seven units at Harbor College which may include the Cooperative Work Experience units.

Learn or improve employment skills under actual working conditions

For more information:
Visit the Cooperative Education Office located in the Job Placement and Training Services Center, Office Village 2, or call (310) 233-4447.

Join us by enrolling in Cooperative Education Today!
All students at Los Angeles Harbor College are required to login to the Network when using the computing facilities on campus. There’s no additional cost for using the computing facilities (except for printing). Read the District’s E76 policy regarding the Use of District and College Computing Facilities displayed on the monitor at the time of access. By continuing to use the computer after the policy is displayed, you are acknowledging agreement to the policy. You may read and/or print the policy ahead of time by visiting our website http://www.lahc.edu and select the Information Technology link. You can also view software availability and computer lab locations in this website.

**LOGIN PROCEDURE**

To login, first make sure that the computer is turned on, wait until you see the Novell login window and follow the instructions to login to the network. If the computer is on and you are at the desktop, go to Start, Student Logoff to logout the previous user, and follow the instructions to login to the network with your username and password.

**STUDENT ACCOUNT AND PASSWORD**

Your personal account (also called Username) is created automatically from the first 3 letters of your last name, the first letter of your first name, and the last four digits of your student ID (your social security number). For example, Jose Garcia (SSN 111-22-3333) would use GARJ3333 or garj3333. The password is set to the month and day of your birthday, using 2 digits for each. For example, if you were born on January 1, your password is 0101.

If you forget to logout from the previous station and login to another station, you might get the following error message, which means that you are trying to login to too many stations.

**PRINTING**

There’s a printing fee required for printing (optional). The fee can be paid at the Campus Bookstore. The fee is $5.00. Note: The library lab (LRC-141) has its own pay-to-print system.

**Steps to Have Your Account Enabled for Printing:**

- Pick up an Account / Printing Request Form at the bookstore cash register or at any Computer Lab.
- Fill out the form with your information, so that we are able to accommodate your printing needs.
- Pay your materials printing fee ($5.00) at the bookstore.
- Staple your ORIGINAL PRINTING RECEIPT with the form.
- Drop the form into the DROP BOX inside the bookstore or library.

For updates, please visit the college website at http://www.lahc.edu and select the Information Technology link.
Los Angeles Harbor College offers a number of skills certificates for students who wish to pursue a career or trade. Students will be most successful in these programs if they have at least a 10th grade reading level and keyboarding skills.

### Arts

<table>
<thead>
<tr>
<th>Units</th>
<th>Arts</th>
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<tbody>
<tr>
<td></td>
<td>Architecture &amp; Technology</td>
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<tr>
<td></td>
<td>Culinary Arts</td>
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<tr>
<td></td>
<td>Graphic Design</td>
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<tr>
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<td>Media Arts - Digital Design</td>
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<tr>
<td></td>
<td>Multimedia Technology</td>
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<td>Theatre &amp; Technology</td>
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### Business

<table>
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<td>Basic Business</td>
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<td></td>
<td>Finance</td>
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<td>Legal Studies</td>
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<td>Management and Supervision</td>
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<td>Marketing</td>
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<td>Taxation</td>
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### CIS

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<td>Business Software Applications</td>
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<td>Network Management</td>
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### CAOT

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<td></td>
<td>Keyboarding</td>
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<td>Legal Office Assistant</td>
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<td>Medical Office Assistant</td>
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<td>Records and Filing</td>
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### Health Sciences

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<td>Certified Nurse Assistant</td>
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<td>C.N.A./Home Health Aid</td>
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<td></td>
<td>Emergency Department Assistant</td>
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<td>Hazardous Materials</td>
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### Music

<table>
<thead>
<tr>
<th>Units</th>
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<tr>
<td></td>
<td>Music Technology</td>
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The following certificates are offered in four levels:

<table>
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<tr>
<th>Units</th>
<th>Arranging</th>
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<tr>
<td></td>
<td>Electronic Music</td>
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<td>Instrumental Performance</td>
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<td>Music Copying and Notation</td>
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<td>Private Teaching</td>
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<td></td>
<td>Songwriting</td>
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<td></td>
<td>Vocal Performance</td>
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### Technology

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<tr>
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<td></td>
<td>Computer Repair Technician</td>
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<td></td>
<td>Projects Laboratory: Fiber Optics</td>
</tr>
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For more information, please refer to the General Catalog, Division or Counseling.
Mission Statement
The mission of Los Angeles Harbor College is to offer an environment that fosters learning by providing comprehensive programs that meet the educational needs of students and are appropriate and useful to the community we serve including:

- Degree and Transfer Programs
- Vocational and workforce preparation
- Basic skills instruction
- English as a second language
- Credit and noncredit courses for life-long learning
- Contract education including customized corporate training
- Community services
- Support services
- Information literacy

An essential aspect of the mission for the community we serve is to advance economic growth and global competitiveness through education, training, and services that contribute to continuous workforce improvement and civic responsibility.

We are committed to student learning in a supportive educational environment that recognizes the uniqueness of individuals, provides a center for the cultural enrichment of the community, and seeks dynamic dialog and reflective evaluation and improvement of the institution.

Academic Renewal
Academic renewal consists of eliminating in a student’s cumulative grade point average a maximum of 18 units of coursework in which the student has attained a substandard grade (less than a “C”). A student’s academic record is annotated, designating those with grades that are not to be included in the computation of the grade point average. A student may petition to have his or her academic record reviewed for renewal under the following conditions:

- The student must have achieved a cumulative grade point average of 2.5 in the last 15 semester units, or a 2.0 in the last 30 semester units completed at any accredited college or university.
- At least two calendar years must have lapsed from the time the coursework to be removed was completed.

Academic renewal does not remove substandard grades from a student’s transcript. Renewal applies to the student’s grade point average for LAHC purposes only. Students transferring to other colleges and universities still have on their transcript all courses for which substandard grades were received, unless the course was repeated for removal of the grade. Please read the section “Course Repetition to Remove Substandard Grades.”

Animals
Animals are not permitted on campus. However, authorization for the use of “service dogs,” is available through the Academic Affairs Office, or the Special Programs and Services Office.

Attendance Policy
The student is expected to attend every meeting of all classes for which he or she is registered. Students who have pre-registered for a class and who do not attend the first meeting of the class forfeit their right for a place in the class. It is recognized that students may have legitimate reasons for not being able to attend the first and/or second meeting of a particular class. A student to whom this circumstance pertains must notify the instructor in writing, at least one working day in advance of the first class meeting, stating the reasons for the class absence. It is highly recommended that the written notification be sent by certified or registered mail so that the student has a record of the notification. The instructor will consider the mitigating circumstances in deciding whether or not to drop the student from the class. Whenever a student’s absences exceed the number of hours a class meets per week, the instructor will consider whether there are mitigating circumstances which justify the absences. It is the student’s responsibility to consult with his or her instructor regarding any absences that would alter the student’s status in the class.

Accreditation
Los Angeles Harbor College is a public two-year college providing educational services under the Los Angeles Community College District Board of Trustees. Los Angeles Harbor College is officially accredited by the Western Association of Schools and Colleges and is fully approved under the regulations of the California Community Colleges. The University of California and other colleges and universities give full credit for appropriate courses completed.

Auditing
Students may be permitted to audit a class under the following conditions:

- Payment of a fee of $15.00 per unit. Students enrolled in ten or more semester units shall not be charged a fee to audit three or fewer units per semester.
- No student auditing a course shall be permitted to change his or her enrollment in order to receive credit for the course.
- Enrollment priority shall be given to students desiring to take the course for credit.
- Audit fees are non-refundable.
- A student must obtain the instructor’s authorization in writing to audit a class.

Classroom Courtesy
As approved by the Associated Student Organization and by the Academic Senate, all cell phones and electronic sound-emitting devices shall be turned off at all times during classes. Cell phones and pagers put on vibrate are acceptable, headsets are not.

College Level Examination Program (CLEP)
CLEP is a program of the College Entrance Examination Board which allows adults to earn college credit by examination. To be eligible for CLEP credit, a student must be enrolled at Harbor College during the semester when credit is granted; have completed a minimum of 12 units of credit at Harbor College; and have a grade point average of 2.00 or higher. Before a student spends time and money taking CLEP, he or she should make sure that is acceptable at the institution for the purpose intended. Most college catalogs contain information about the amount of CLEP credit that will be accepted. For further information, call 233-4229 to see a counselor.

Concurrent Enrollment
Concurrent enrollment in more than one section of the same course is not permitted. Different modules of a single course are not considered to be the same course. Courses which are designated as equivalent (“same as”) may not be taken concurrently. Enrolling in classes scheduled or conducted during overlapping times is not permitted. Violation of these regulations will result in exclusion from a class and denial of course credit in both courses.
Course Repetition and Activity Repetition
Certain courses in the class schedule may be repeated for additional unit credit. These courses, marked “RPT” allow the student an expanded educational experience. Enrollment in these courses is limited to a maximum of three repeats, for a total of four (4) enrollments. An activity limitation also applies to courses which are not repeatable in themselves but for which similar activities exist. For example, there are several similar course titles in Art, Music, Theater, and Physical Education which are considered to be the same activity. A student may enroll four times in courses which are considered to be the same activity. Excess enrollment will result in an administrative drop. Consult a counselor for the latest restricted activity enrollment list.

Course Repetition to Remove Substandard Grades
Students may repeat up to a total of 15 units in which substandard grades (less than “C”) were received. Students may repeat the same course only twice for this purpose. Students must file a general petition with the Admissions Office for the second repeat. Upon completion of a first course repetition, a student must submit a petition to the Admissions Office requesting adjustment of grade point average. Upon completion of a second course repetition, a student must submit a petition to the Admissions Office requesting adjustment of grade point average, and the highest grade will be used in the computation of the grade point. All grades earned will show on transcripts.

Credit by Examination
A student may petition to take an examination for course credit, in lieu of enrolling in and completing the course, if he or she:
• is currently registered in the college, is in good academic standing, is not on academic or progress probation, has a cumulative grade point average of 2.0 or higher, and has completed 12 units (within) the Los Angeles Community College District.
• has not completed, nor is in the process of completing a course for which he or she is petitioning to obtain credit by examination.
• has not completed, nor is in the process of completing a course which is more advanced than the course for which credit is requested.
• has not previously attempted to petition for credit by examination for the same course.
• is not requesting credit by examination for courses completed in high school.

Students who qualify under these requirements must present evidence to the appropriate Division Chair. Not all courses offered by any one department may qualify for credit by examination. The division in which the course is offered will make the final determination on the student’s petition for credit by examination. Petitions for credit by examination shall be processed, and examinations administered, only when a regular semester is in session. Students should contact the Admissions Office for a petition early into the semester. The date and time of the examination are the responsibility of the division and instructors involved. Further information should be obtained from the Admissions Office or the appropriate Division Chair.

Credit/No-Credit Option
A maximum of 15 units of coursework toward the Associate Degree may be taken on a credit/no credit basis. A student may elect to take one course per semester on a credit/no-credit basis, in addition to any courses offered solely for a credit/no-credit grade. A student must notify the Admissions Office by the end of the fifth week of the semester if he or she wishes to take a course for a credit/no-credit grade. Beyond this date, all courses are taken for a letter grade. Once the student completes the petition for taking a course on the credit/no-credit basis, the grade received in the course may not be converted back to a letter grade. Satisfactory completion of a course for a credit/no-credit is equivalent to the grade “C” or better. Students electing credit/no-credit grading should be aware that although such grades are not calculated into the grade point average at LAHC, the credit grade may be considered as the equivalent of a “C” by four-year colleges in considering applicants for admissions. The student should consult a counselor before choosing the credit/no-credit option.

Grade of “Incomplete”
A grade of “I” (Incomplete) must be made up no later than one year following the end of the term in which it was assigned. If the Incomplete is not made up by the deadline, it will be replaced by a grade determined by the instructor. Any class for which a grade of “I” is recorded may not be repeated until the “I” is removed.

Field Trips
Some classes may be conducted off campus. Unless you are specifically advised by an LAHC employee or authorized agent, you are responsible for arranging your own transportation to and from the class site. LAHC assumes no liability or responsibility for the transportation of people to and from a site by way of a private vehicle that is operated by a non-authorized agent of the district.

Modules
A parent course is a one-semester course that is divided into modules. Modules exist for the benefit of those students who may not prove successful in attempting completion of the entire parent course in a single semester. A student who receives a passing grade in a module of a course and who, in a later semester, receives a passing grade in the parent course, will not receive credit for the course modules previously completed.

Prerequisites
Students who enroll in a course without having fulfilled its prerequisites will not receive credit for the course. A student may not concurrently enroll and receive credit for an advanced course and its prerequisite courses unless the concurrent enrollment is specifically permitted in the prerequisites of the advanced course. If the student had already completed an advanced course, he or she may not subsequently enroll in and receive credit for the course’s prerequisites. Violation of these regulations will result in exclusion from class and denial of course credit.

Probation and Dismissal
Students on probation must see a counselor before registration. Students on academic probation who have not maintained at least a “C” (2.0) average in a minimum of 12 units of college work attempted, whether at LAHC or another accredited college, are on probationary status. Progress probation students will also be placed on probation if their total units of “NC” (No Credit), “I” (Incomplete) and/or “W” (Withdrawal) exceed fifty percent (50%) of the total number of units completed.

Students on probation are subject to dismissal if they have earned a grade point average of less than 2.0 in all units attempted in at least three consecutive semesters, or their total units of “NC” (No Credit), “I” (Incomplete), and/or “W” (Withdrawal) exceed fifty percent (50%) of the total number of units completed in at least three consecutive semesters. Dismissal from one college in the Los Angeles Community College District shall disqualify a student from admission to any other college in the District.
Skates/Skateboarding and Bicycles
Roller skates (inline skates included) and skateboards are prohibited from use on campus.

Short Term Classes
Fourteen week and other short term classes are designed for those students who could benefit from a non-traditional class schedule. Besides the classes offered in the prime morning hours, short term classes are scheduled in the afternoons, in the evenings, and on Saturdays.

Student I.D. Numbers
New students will be issued a student ID number at the time of application. Every student ID will begin with the numbers “88” to make it easy to identify.

Standards of Student Conduct
A student 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, non-violent 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 in all of the Los Angeles Community Colleges must conform to District and College rules and regulations. Violations of such rules and regulations, for which students are subject to disciplinary action, 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 Colleges.

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 belonging to the College, a member of the College Community or a campus visitor.

Board Rule 9803.17. The malicious or willful disturbance of the peace or quiet of any of the Los Angeles Community Colleges by loud or unusual noise or any threat, challenge to fight, fight, or violation of any rules of conduct as set forth in this Article. 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, 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. 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 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 and depressants and cocaine.

Board Rule 9803.20. 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 governmental employees charged with policing responsibilities.

Board Rule 9803.21. Behavior while on a college campus or at a college-sponsored function, inconsistent with the District’s non-discrimination 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. 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. Any agreement between two or more persons to perform illegal acts.

Board Rule 9803.24. 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 statement, written statements, telephone threats or physical threats.

Board Rule 9803.25. 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 college premises or functions.

Board Rule 9803.26. 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 or college official, or 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.

Waiting Lists (also called Stand-by)
Students appearing on waiting lists are not guaranteed enrollment. Instructors may issue add permits as class size and conditions permit.

EDUCATION CHANGES EVERYTHING

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College Information 129
Academic Success Action Plan (Project A.S.A.P.)
Project A.S.A.P. is a federally funded project that is designed to provide special services and instruction to project eligible students with disabilities who demonstrate academic and/or financial need. For additional information, call (310) 233-4535 or 233-4536.

Assessment
Prior to registration, new matriculating students who have submitted an application to attend LAHC are required to make an appointment to take the “COMPASS-ACT” assessment test. Any returning or continuing matriculating student who has never taken an assessment test is also required to take one (unless previously waived). The Admissions & Records Office may waive this requirement for students who have an Associate Degree or higher. Students who have been assessed in English and math at another college, or who have taken English or math coursework at another college may have already met Harbor’s Assessment requirements. These students can bring a copy of their assessment results, transcripts and/or grade reports to a counselor. High school transcripts are acceptable for placement in higher math levels. English as a second language assessment is also available.
If eligible, students may test once during the two testing cycles per year. Cycles run from September to February and from February to September. Assessment test calendars are available at multiple campus locations, or contact the Assessment Center at 310-233-4072 for test dates. Students are no longer eligible to retest once they have enrolled in an English or math class and earned a letter grade (or credit/no credit). For more information, come to the Assessment Center (AC) building located between the Cafeteria and Physical Education buildings.
Students must bring a valid photo ID and their Harbor College student ID number to the test sessions. Orientation and registration information will be covered at the assessment session.
In addition to the English and math assessment tests, the Assessment Center offers two Math Competency Exams (one in February and one in September) and Nursing Reading Tests as well as Ability-To-Benefit (ATB) Tests (for financial aid) on a year round basis.
Appointments may be scheduled in any one of the following four ways, in person at the Assessment Center, on the Appointment Center computers adjacent to the Information Desk, by telephone at 310-233-4072, and at http://www.lahc.edu/sars/assessment/esars.asp.

Associated Student Organization
The Associated Students Organization (ASO) represents all students and sponsors activities including athletics, publications, assemblies, awards, student services, and club and social activities. Membership in the ASO is not mandatory. The fee is paid by the student on a completely voluntary basis; however, there are unique benefits associated with membership in the ASO. Membership in this organization permits participation in ASO sponsored activities and events including free admission to athletic games and certain social events. Other benefits include amusement park and movie discounts; $3 parking fee discount; off-campus discounts; free legal advice and a photo I.D. All students are invited to relax or study in the student lounge located on the second floor of Seahawk Center. Pool, football and video games are available. For additional information, call 233-4641.

Bookstore
The college bookstore is located on the first floor of the Seahawk Center. The bookstore is open on Monday - Thursday 8:00 a.m. - 7:00 p.m. and on Friday from 8:00 a.m. - 4:00 p.m. For the first two weeks of the semester the bookstore is open Monday - Thursday 8:00 a.m. - 8:00 p.m. and Friday 8:00 a.m. - 1:00 p.m. The bookstore is closed Saturdays and Sundays. Summer Hours: Monday - Thursday from 8:00 - 7:00 p.m. and closed on Friday.

Bookstore Policies
Personal imprinted checks, Visa, and MasterCard are accepted for the amount of purchase only. Two ID’s are required: a current LAHC student registration printout and a valid California Driver’s License or California ID. Checks are to be made out to Harbor College Bookstore. No out of state or company/business checks will be accepted. A personal check must clear bank processing before a refund will be given. After 15 days the presentation of a canceled check may be required to obtain a refund. No cash refund will be made by the Bookstore for a credit card purchase. The appropriate banking institution will be notified and a credit will be issued.

Book Refund Policy
Used books are purchased “AS IS” and the bookstore assumes no responsibility for their condition. Textbooks are only eligible for refund under the following conditions. All textbooks being returned must be accompanied by a currently dated cash register sales receipt issued by the bookstore. There will be no exceptions to this policy. Textbooks must be returned within the first 15 days of the Fall and Spring semesters and within 5 days of the Summer Session and Short-term sessions. Holidays, Saturdays and Sundays are not considered class days. Textbooks must be returned in the same condition as when purchased. New books must be free of any markings, soil marks or erasures, and all pages must be intact.
Used textbooks must be returned in an acceptable condition, determined by the bookstore staff. New textbooks returned with minor marks or damages may be refunded at a maximum of 75% of their retail price during the refund period. Textbooks purchased after the 15th school day must be returned within 24 hours and accompanied by a currently dated cash register sales receipt to be given a refund. Textbooks failing to meet the refund policy will be considered used and will be governed by the used book policy. Trade paperbacks, study guides, dictionaries and workbooks must be returned within 24 hours. No refund will be given for syllabi. Supply Refund Policy: The cost of items required as materials for certain classes will be refunded the first 10 days of the Fall and Spring semesters and within the first 5 days of the Summer Session. Items must be in new condition and accompanied by a currently dated cash register sales receipt. No refund is given for safety goggles or personal clothing according to the California Health Laws. No refunds will be made for computer disks and nursing kits. Book Buy-Back Policy: the Book Buy-Back occurs during the final exam week of the Fall and Spring semesters. For additional information, call 233-4170.
CARE Program
Cooperative Agencies Resources for Education (CARE) is a state-funded program which provides student support services for single parents with head of household status receiving CalWorks/AFDC/TANF with children under the age of 14. Students must be EOPS eligible and enrolled in at least 12 units. CARE services include counseling, special presentations, cash grants, gas cards and more. For more information, please call (310) 233-4265, or stop by the EOPS/CARE office in room CAFE 104.

Career Center
The Career Center offers a professional counseling service designed to extend career information and guidance to students who need help in selecting a career goal or a college major, or are considering alternate choices. This service allows students to determine educational and vocational objectives as well as to discuss plans for a meaningful and realistic career selection. The Career Center is located in the Administration Building, AD 125 and 127. For additional information, call 233-4033 or email fisherpj@lahc.edu.

Child Development Center
The LAHC Child Development Center was established to offer child care services to students with preschool aged children. The Center has an extensive parent education program. Parents are involved in the education and development of their children through participation in the program. Enrollment in the Child Development Center is a learning experience for both the children and their parents. Children must qualify for the State Preschool Grant program, both by age and income. First priority is given to children that are four years of age. After accepting all income eligible four year old children, income eligible three year olds will be accepted - with higher priority going to older three year olds. If there are no income and age eligible children on the priority list, three and four year old children who are not income eligible may be enrolled. Fees for this service are based on financial need and range from no cost to $2.00 per hour. For more information contact the Child Development Center at 233-4200.

Computer Services
The widespread use of computers in all areas of life creates a growing need for computer literacy and computer services at LAHC. Enrolled students may also access computers in the LRC, and other “digitized” labs as needed when classes are not being held in that room/lab. Non-classroom computers are available in the Open Access areas of the Library, Math Lab (LAC 105B) and the LAC (105A). Contact the LAC at (310)233-4149 for further information. COMPUTER USE: Any of the Open Access or computer labs require you to display your Student Picture I.D. Card which can be obtained in Seahawk Center at any time. INTERNET USE RULES: Internet Use Rules are posted in every lab. The LACCD and LAHC prohibit the use of college equipment to visit web sites with obscene or inappropriate material. Students who disregard these rules will be disciplined.

Cooperative Education
Earn college credit for working. Come to the Job Placement and Training Center, Office Village 2 for details. For additional information, call 233-4446 or 233-4447.

Counseling Services
The counseling staff helps students define their objectives and plan how to reach them. Counselors are on duty throughout the year to assist continuing students and new applicants in planning their college program of studies. When possible, new students should request counseling prior to registration. Counselors are available on an appointment or drop-in basis Monday through Thursday 8:00 a.m.-8:00 p.m. and Friday 8:00 a.m. - 4:00 p.m. They can help with program planning, vocational and career information, and personal and college-related problems. For additional information, call 233-4230 or email fisherpj@lahc.edu.

Developmental Education/Basic Skills
Through the orientation and assessment procedures, the College recognizes that students may not always have developed adequate basic learning skills necessary for success in their college studies. To aid students who can benefit from basic skills instruction, the College offers a number of classes which assist the students in developing proficiency in reading, writing, listening, and mathematics, and in study skills and habits to help insure their success in college-level courses. For additional information, call (310) 233-4230 or (310) 233-4226 and read the Schedule of Classes.

Disabled Student Programs and Services
(See Special Programs and Services)

Extended Opportunity Programs and Services
EOP&S is a state funded program designed to recruit and retain educationally and economically disadvantaged students. The program provides services over and above those offered by financial aid, tutoring, counseling and other college student services programs. To qualify for these additional services, the student must demonstrate economic disavantage by filing a Free Application for Federal Student Aid (FAFSA) through the Federal Aid Office and meet the eligibility criteria under method A, B of Board of Governors Fee Waiver (BOGFW) or method C with a Zero Estimated Family Contribution (EFC).
EOP&S offers priority registration, book grants, cash grants, tutoring, counseling, peer advisement and student employment. The EOP&S office is located in Cafe 104, please call 310-233-4265 or visit www.lahc.edu/eops.

Extension Program and Continuing Education
The Extension Program Office of Community Services and Continuing Education’s primary purpose is to meet the personal and professional developmental needs of the community by providing continuing non-credit education in an ongoing program of classes, workshops, seminars, and experiential learning opportunities. The following is a description of services provided:
Community education and extension classes - The Extension Program offers over 1,000 not-for-credit fee based classes per year in: Recreation, The Arts, Career Development, Computers, Business and Entrepreneurship, Finance, Investments, Travel, Personal Development, Home Improvement, and Humanities. We have a diverse program for youth in our year round “College for Kids,” which includes after school and Saturday courses, as well as a large summer program with complete sessions for ages 5-15.
Continuing Education non-credit “no-fee” classes - In our Continuing Education non-credit “no-fee” curriculum, we offer courses in English as a Second Language, Vocational Education, and Basic Skills. There is no required fee for students, and you may enroll as often as you like in any of these courses.
Programs and Services - Additional programs and services include Traffic Violators School, Certified Typing Tests, Color Copy Center, and weekly Swap Meet.

Registration - Students may register in person during business hours, by phone using MasterCard, Visa, or Discover, by mail on the forms available on the inside back cover of the Extension catalog, or by facsimile using the FAX number (310) 233-4686. The program welcomes suggestions for new class offerings. For further information call (310) 233-4450 or write The Extension Program, 1111 Figueroa Place, Wilmington, CA 90744.

Sessions - Winter, Spring, Summer, and Fall; catalogs are distributed four times per year. The Extension Program is a self-supporting branch of Los Angeles Harbor College.

Financial Aid
The goal of financial aid is to provide access to post-secondary education for those who otherwise would be financially unable to start or continue their schooling. Through loans, grants, scholarships and part-time employment, students are provided monetary assistance to meet the basic cost of educational expenses. For additional information, call 233-4320.

CalWorks/GAIN Programs
Greater Avenues for Independence (GAIN) is an educational program for students on temporary aid to needy families (TANF). The goal is to provide an educational environment where students may develop the needed skills in English as a Second Language, Adult Basic Education, and GED preparation. Students also learn vocational skills that will lead to meaningful employment. To receive more information contact the CalWorks office in the Job Placement and Training Services Center, Office Village 2, Monday through Friday 9:00 a.m. to 5:00 p.m. at (310) 233-4447.

Honors Transfer Program
The Honors Transfer Program is a cooperative effort between Los Angeles Harbor College and the following universities; UCLA, UCI, UCR, UCSC, CSUF, Pitzer College, Pomona College, Chapman University, Occidental College, Loyola University and La Sierra University. It is intended to serve students interested in a challenging curriculum designed to prepare them for transfer. Students who complete the honors curriculum, and preparation for their major (with at least a 3.1 GPA), will receive:
1) Guaranteed priority admission to UCLA School of Letters and Sciences. (Students interested in Fine Arts and Engineering majors at UCLA may also participate in the HTP and will be given special consideration by UCLA when applying) UCSC, UCR and UCI also give priority admission.

Whittman College and Pacific University provide scholarships. CSULB, CSUF, San Diego State, La Sierra University, Chapman, CSUP, UCLA, UCI, UCR and UCD offer admission to the University Honors Programs.

Honors Transfer Requirements
• Completion of preparation in the major
• Completion of six honors courses
• Completion of all lower division breadth curriculum or IGETC
• Completion of a minimum of a 3.1 GPA or higher as required by the transfer institutions

This program is also beneficial for students who plan to transfer to any other four year institution. Qualified students may elect to take Honors classes without being in the Honors Program. Interested students should contact the Honors Counselor to determine enrollment eligibility. Please call (310) 233-4038.

International Student Office (ISO)
The International Student Office (ISO) helps international students complete the college and visa application process and offers ongoing help to the student once on campus so that the student may successfully complete his/her program of study. As part of this effort, the ISO provides materials describing college programs and services to international students living in the U.S. and abroad. The ISO screens applications according to established college and U.S. citizenship and Immigration Services (USCIS) criteria; provides visa-compliance and cultural information, as well as support for the college’s efforts at internationalizing the campus by fostering communication among its international and American students and providing information about international program opportunities. Furthermore, the ISO provides advisement on academic and personal matters related to culture, provides referrals for international students with specific needs to campus services, and provides assistance in locating housing for incoming students. For additional information call 310-233-4111, email gradyp@lahc.edu, or check the ISO page of the college website at www.lahc.edu/studyinlosangeles.

Learning Assistance Center (LAC)
The Learning Assistance Center provides self-paced programs that support the regular instructional programs. Through a variety of media—computers, audio, video—students may actively participate in different learning modalities at their own pace. Programs are available in Math, English, ESL, Accounting, foreign languages, study skills, and other subjects. A full catalog describes what is available for use in the LAC. The LAC also houses the Literacy Center, Writing and Math Labs. Students enrolled in these special labs and programs need to check-in and check-out at the LAC Counter (through the computer) in order to get the 10A hours required for credit. ITV video programs are on file at the LAC. Call (310) 233-4149 for appointments and further information.

Legal Services
The Associated Students Organization (ASO) of Harbor College contracts yearly with a legal entity to provide legal services to students. Students and staff who pay the ASO membership fee are eligible for this important service at no further cost. For additional information or to make an appointment with the lawyer, call 233-4594.

Library
The Baxter Library at Los Angeles Harbor College provides books, periodicals, newspapers, reference materials, and electronic and computerized databases that support the college curriculum and our students’ pursuit of educational goals. Instructors may place required readings on Class Reserve at the checkout counter. Instructors may also request general or specialized orientations for their classes. A librarian is always available to assist with basic questions and research and to offer instruction in library use and literature searching. Enrolled students may access the Internet in the library computer lab and wireless computing anywhere in the library. A limited number of laptops are available for use in the library. A photo ID card is required to check out library materials. Individual study carrels are available on both levels of the book stacks, and photocopy machines are located on the main floor.
During Fall and Spring semesters the Library is open Monday-Thursday from 8:00 am to 8:30 p.m., Friday from 8:00 a.m. to 2:00 p.m. and Saturday from 9:00 a.m. to 3:00 p.m. Summer and Winter hours will be posted. For additional information call (310) 233-4480 or visit www.lahc.edu/library.

**Life Skills Center**
The Life Skills Center was established to provide crisis intervention and community referrals to LAHC students who may be undergoing a personal or life crisis; and, to promote positive mental health for the campus community through offering workshops, skill-building seminars, and classroom speakers on a wide variety of topics throughout the school year. Services are available Mondays through Thursdays, 8:00am - 8:00pm and Fridays 8:00am - 4:00pm. Walk-in times are: Mondays 10:00 - 12:00pm, Tuesday - Thursday 11:00 - 1:00pm and Friday 10:00 - 12:00pm. Located in the Health Center Cafe 110, the Life Skills Center is staffed by advanced psychology graduate students and supervised by a licensed Clinical psychologist. For additional information, call 310-233-4586.

**Matriculation**
Matriculation is a process that brings the college and a student who enrolls for credit into an agreement for the purpose of realizing the student’s educational goal through the college’s established programs, policies and requirements.

Provided to all students are an admission process, orientation to the college and its programs, assessment, counseling and advising, and student follow up.

At the time of application, all students are classified as exempt or non-exempt from various matriculation components. Students may be exempt, depending upon the matriculation component, by meeting any of the following criteria: 1) have already earned an Associate degree or higher, 2) are attending Harbor for recreational or personal growth classes only and have no intention of pursuing a certificate or degree, 3) are taking one or two classes required to renew a license and have no intention of pursuing a certificate or degree, or 4) are presently enrolled at another school and plan to take one or two classes to be credited at their home school. Students who submit scores from assessment tests equivalent to those used at Harbor College may be waived from additional testing. A student may also qualify for the waiver by completing an equivalent English or math course at another college or university. The student should bring evidence of prior testing or coursework to a counselor for evaluation. The college is prohibited from using any matriculation practice which has the purpose or effect of subjecting any person to unlawful discrimination. An allegation that the district has done so or has established a discriminatory prerequisite, shall be considered a complaint of unlawful discrimination and shall be filed, investigated and resolved. Further information can be obtained at the Student Services office in the Administration Building. If a student wishes to challenge matriculation provisions, he or she can see the Vice President of Student Services in the Administration Building. The college shall investigate and attempt to resolve complaints. Written complaint or grievance procedures are available in the Student Services office AD-125. Records of all such complaints are retained for at least three years after the complaint has been resolved and shall be subject to review by the Chancellor as part of the statewide evaluation.

**Parking**
LAHC’s administration urges you to use one of the designated campus parking lots. Campus parking lots are patrolled by the Sheriff’s Office, and are under the jurisdiction of LAHC. Students and staff who choose to park in a location that is not under the jurisdiction of LAHC, do so at their own risk. During construction, parking may be restricted in designated lots. Parking tickets/violations follow the same process as any ticket received in the city.

The Los Angeles Community College District, Board of Trustees, Associated Student Organization, employees, or agents are not responsible for any loss, including but not limited to theft, property damage, and bodily injury as a result of your use of LAHC’s parking lots. California vehicle laws and regulations, including those regarding illegal parking, are applicable on campus.

Student parking locations include:
- Lot 4  south of the practice field
- Lot 6  east of the baseball field
- Lot 7  south of the baseball field
- Lot 8  west of the Drama-Speech Building

Disabled Student parking spaces are located in lots 4, 6, 7, & 8. Staff parking locations include: Lots 1, 2, 3, 8, & 9. Lots 1, 2, & 3 are adjacent to Figueroa Place.

Campus parking is by permit only. Semester parking permits are purchased at the cashier’s office. Daily parking permits can be purchased at lots 6 & 8, and can be used in any student parking lot.

NOTE: The parking lot across from the campus on the north side of “L” Street is not owned by LAHC, and is not patrolled by campus police.

**Sheriff’s Community College Bureau**
The Sheriff’s Harbor College Division is available to assist students, faculty and college visitors as needed. Sheriffs are located in the PE building on Figueroa Place, 310-233-4600. From any college pay phone, dial *80 to reach the college police.

**Special Programs and Services (SP&S)**
Los Angeles Harbor College operates on the premise that every person possesses the common right to an equal educational opportunity. The Office of Special Programs and Services has been established to assist persons with physical, psychological, and learning disabilities who may require special assistance in the pursuit of an education. Special programs such as the Learning Disability Program (serving students with average to above average potential) and an Adaptive Computer Program (High Tech Center) are available. Students may receive special services such as special counseling, tutoring, mobility assistance, readers, note takers, registration assistance, special parking, and others on an as needed basis. The Office of Special Programs and Services is located in Cafeteria 108, telephone (310) 233-4620 or 233-4628.

A student who needs accommodation, but does not wish to seek assistance from Special Programs and Services, may individually initiate requests by contacting the following persons: Luis Rosas, V.P., Academic Affairs, for matters related to classes, classrooms, instructional labs; Abbie Patterson V.P. Student Services for matters related to Student Services, counseling, admissions and records, financial aid, and other student activities; Dr. Ann Tomlinson, V.P., Administrative Services, for concerns related to parking, access, or business office services; Nina Malone, Dean of Student Life, for concerns about all other compliance issues. Assistance may be sought from Dr. Deborah Tull, Coordinator, Special Programs and Services, if other counseling or informational assistance is needed.
Student Orientation
All matriculating students attending Harbor College for the first time are advised to participate in orientation. Topics covered include college policies, student rights and responsibilities, time management, and graduation and transfer requirements. Completion of an orientation course such as Personal Development 17 is recommended. The online orientation can be accessed at www.lahc.edu/metric/welcome.html. Orientation activities will be covered immediately following the assessment session. Students are encouraged to complete orientation prior to or during their first semester. Students who have earned an Associate Degree or higher may have this requirement waived by showing to a counselor a copy of a transcript or diploma or a copy of their previous attendance at an orientation session. For additional information, call 233-4230, or 233-4072.

Student Government and Activities
All students at L.A. Harbor College are invited and encouraged to participate in the governance of the Associated Student Organization (ASO). This is done through participation on the Senate or as an ASO officer. Under the auspices of the Student Activities Office, the Associated Student Organization assumes a major role in planning and developing student activities and creating a student centered campus environment. The ASO represents student needs and interests through participation in college governance. The focus of the Student Government and the Student Activities office is to provide opportunities for leadership development and a balanced educational experience.

Student Health Services
The purpose of the Student Health Center is to contribute toward the educational aims and matriculation of students by promoting their physical and emotional well being. The student health services center provides health counseling and education, appraisal, treatment and referral to appropriate public or private agencies and dissemination of information regarding the availability of health services. The Education Code of California sections 72244 and 72246 authorize the collection of a student health services fee of $11.00 per semester and $8.00 for summer sessions. Those who depend exclusively on prayer for healing in accordance with the teaching of a bona fide religious sect may request exemption of the fee through the Office of the Dean of Student Life (Seahawk Center). For additional information, call (310) 233-4651.

Student I.D. Cards
All students are required to have a Student Identification Card. Currently, the card may be obtained in the Student Activities Of with declared majors and/or stated educational objectives will be given basis. “Drop-in” tutoring may be available at various times in the Math Lab and Writing Lab (depending upon tutors availability). Note: Students with declared majors and/or stated educational objectives will be given priority for tutoring.

Transfer Center
The Los Angeles Harbor College Transfer Center assists students in making a smooth transition from Harbor to a four-year institution, and in exploring career possibilities. The Transfer Center houses a library of college catalogs and occupational information. Students interested in meeting with a local college representative are advised to check the calendars for upcoming visits. The Center is located in the Administration Building, Room 127.

Veterans Services
Persons planning to attend LAHC under one of the veteran education bills should go to the Veterans Office in AD 131 to pick up the necessary paperwork. This should be done one month prior to registration in order to discuss any problems regarding enrollment, eligibility and benefit payments. Attendance is monitored monthly. The veteran must submit an academic transcript for all previous college work. For additional information, call 233-4232.

Welcome Center
The Welcome Center at Los Angeles Harbor College is a testimonial to the institutional support the College provides for new and returning students. The Center is primarily a one-stop shopping point for new students to begin the matriculation process, plus support for the freshman year. The Welcome Center is an investment toward student success and retention and is geared to engage students in the educational process. Outreach, academic, and support services are provided to assist students from application to graduation. We are located in the Administration Building, Room 133 and can be reached at call (310) 233-4327 or (310) 233-4278 or by email at barkerr@lahc.edu.

How to reach Harbor
From The Metropolitan Los Angeles Area:
South on the 110 Freeway to Anaheim Street. Exit and turn north to the campus.

From San Pedro:
North on the 110 Freeway to Pacific Coast Hwy. Exit and turn south on Figueroa Street, then west on “L.” Street to the campus.

From Long Beach:
West on Pacific Coast Hwy. Turn on Figueroa Street, then west on “L.” Street to the campus.

From LAX:
Go east on surface streets to the 405 Freeway. Go south on the 405 Freeway to the 110 Freeway going south. Exit at Anaheim Street and turn north to the campus.
STUDENT FEE AND REFUND POLICIES

Enrollment Fee
The standard Enrollment Fee is $20 per unit per semester, subject to change by the California Legislature. Students with questions concerning waivers or financial aid eligibility should contact the Financial Aid Office. If STEP, Student Telephone Enrollment Program, is used fees may be paid by telephone or over the internet with credit card or by mailing a check or money order. Payments can also be made in person at the Cashiers Office, Seahawk Center (SHC) 101. Students must meet “drop” deadline and officially drop the class in person or by phone/internet (teachers cannot drop) or fees are owed.

Enrollment Fee Assistance
The college offers enrollment fee assistance to students who are unable to pay the enrollment fee. For immediate enrollment fee assistance, students should complete the California Community Colleges Board of Governors Enrollment Fee Waiver Application in this schedule and bring it to the Financial Aid Office (AD 131). The Board of Governors Enrollment Fee Waiver is available to students whose families receive AFDC assistance, some forms of Social Security benefits, or General Relief. It is also available to students whose family size and income fall within the following limits: 1 - $14,700 or less, 2 - $19,800 or less, 3 - $24,900 or less, 4 - $30,000 or less. Add $5,100 for each additional family member. In addition, students who have financial need as determined by the Free Application for Federal Student Aid (FAFSA) are eligible for the Enrollment Fee Waiver. For further information, contact the Financial Aid Office (AD 131).

Enrollment Fee Refund Policy
A full refund may be requested for full semester length classes that are dropped prior to the end of the second week of classes. For short term classes, a full refund is authorized for classes dropped up to the end of a period of time equal to 10% of the total class time. Thereafter, no refund is authorized except when college action to cancel or reschedule a class necessitates the drop. Fees for classes that are dropped prior to the end of the second week will be applied to classes added simultaneously. Students are strongly advised to complete add and drop transactions at the same time. Classes must be dropped on or before September 15, 2008 to be entitled to an enrollment fee refund. Refunds request forms must be completed in the Cashier’s Office. September 29, 2008 is the last day to request refunds at the Cashier’s Office for classes dropped on or before September 15, 2008. Students must retain their credit card receipt and return it to get credit card refunds. Refunds will not be made automatically, even in the event of cancelled classes.

Health Fee
There is a mandatory Health Services Fee of $11.00 that must be paid when enrollment fees are paid. All students paying the fee are eligible for college Health Services. Students who have all of their classes at off-site locations may be exempted from the fee. Attention Board of Governors Fee Waiver Students: Beginning Fall 2006, this fee will no longer be waived for students who are eligible for a fee waiver.

Parking Fee
Parking in areas marked “Parking by Permit Only” will be restricted to vehicles displaying a valid permit. Parking Permit procedures and fee information are available in the Cashier’s Office. Students may not park in STAFF lots. A valid daily or semester permit is needed at all times Monday-Saturday, 12 a.m. to midnight. Sunday parking is free 6 a.m. to 6 p.m. The Parking fee for Fall 2008 is $20.00. Students who pay for ASO membership when they initially obtain their parking decal pay $17.00 for parking. All refund requests must be made from the Cashier’s Office. Parking permits must be presented to the Cashier’s Office for refund. The last day for refunds is September 4, 2008.

Non-Resident Tuition Fee
The 2007-2008 tuition for non-California U.S. residents is $173.00 per semester unit plus the standard enrollment fee of $20 subject to change by the California Legislature. The tuition for non-USA residents and F-1 students is $183 per semester unit plus the standard enrollment fee of $20 subject to change by the California Legislature, for a total of $203 per semester unit. (F1 Visa Students are required to enroll in a minimum of 12 units of classes in both the fall and spring semesters). The fees must be paid upon registration and no later than the end of the second week of each semester. The fee is subject to change each academic year. F-1 visa students are also subject to a $25 per semester SEVIS processing fee and are required to purchase medical insurance each semester. Coverage is for 6 months at outcome and is $70/month, but is subject to change. Students admitted to the Los Angeles Community Colleges pursuant to Education Code section 76001 and section 8100.01 of the Board Rules as special part-time students who are concurrently enrolled in a public school district are exempt from enrollment fees charged for all terms (including summer) pursuant to Education Code sectin 76300.
Non-Resident Tuition Refund Criteria and Schedule

A non-resident student who formally drops or otherwise separates from part or all of his or her enrollment may request a refund of previously paid non-resident tuition. The date used for non-resident refund purposes is the date on which such request is filed in the Admissions Office, regardless of when separation may have occurred. Refund requests must be made in person at the Cashier’s Office (See Enrollment Fee Refund Deadlines). No refunds will be made for the SEVIS processing fee or for classes dropped after the second week of a full semester class. For short term classes, no refunds will be made after 10% of the semester has been completed.

Policy for Personal Checks and Credit Cards

Credit cards (VISA, Master Card, American Express and Discover only) are accepted for enrollment, non-resident tuition, parking, and ASO fees. Business checks are accepted. Personal checks are accepted except for non-resident tuition which must be paid by credit card, cashier’s check, money order, or cash if payment is not received prior to start of classes. Personal checks must be imprinted. A valid California Driver’s License or California I.D. number and student I.D. number are required on the check. Any fees past due must be paid with cash or cashier’s check.

Returned Check Fees

A $10.00 fee is charged for any dishonored check (insufficient funds or stop payment). A hold is placed on academic records until the financial obligation is settled. The student must pay for returned check fees with cash or cashier’s check. The student will have 30 days from receipt of notice to pay and avoid further penalties.

Instructional Materials

Students may be required to provide instructional and other materials (such as paper for classes requiring computer printing, mouses, etc.) required for a credit or non-credit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be exclusively available from the District. Material fees are paid and collected in the Los Angeles Harbor College Bookstore.

Transcripts or Verifications of Records

The first two transcripts or verification of various student records are furnished free and additional copies may be ordered for $3.00 per copy. Students may request express processing of a transcript or verification for an additional fee of $7.00. Any holds on student’s record must be cleared before transcripts can be processed.

ASO Fee

The $7.00 per semester fee provides students with a membership in the Associated Student Organization. Students may waive this fee but, every student must comply with the Associated Student Organization Fee in one of two ways: (1) pay the fee, or (2) submit a “Surrender of Benefits” form. If you choose to not pay the fee, students can complete the “Surrender of Benefits” form at the Cashier’s Office or the Office of Student Activities located in the Seahawk Center. You must file this form in person. Information regarding additional services provided by membership in the ASO is available at the Office of Student Activities located in Seahawk Center. All members of ASO will receive a student photo identification card. A replacement fee of $3.00 will be charged for lost or damaged cards.

Student Representation Fee

A Mandatory Student Representation Fee of $1.00 is used in a variety of ways to represent student interests and views in the legislative process. This includes training and actual interaction with legislators and legislative bodies. A student who does not desire to pay this fee because of religious, political, moral or financial reasons MUST specifically indicate their refusal by signing a waiver located in the Cashier’s Office.

LAHC Parking Policy

Because we are concerned that students and staff who have paid the college parking fee have adequate access to parking, the college has instituted the following policies:

- The parking meters in front of the Administration Building, on Figueroa Place, are continually checked and tickets (citations) given to vehicles in violation of the posted regulations.
- Parking permits (decals) are required AT ALL TIMES Monday-Saturday 12 a.m. to midnight on all vehicles in the parking lots of Los Angeles Harbor College. Parking decals are to be purchased each semester during registration time. In addition to cars, this policy applies to motorcycles, motor scooters, and mopeds. Free parking is available on Sunday only, 6 a.m. to 6 p.m. The maximum speed limit is 10 miles per hour in all parking lots and roads on campus. Lot 6 and Lot 8 have daily paid $1 parking permits for sale. A daily paid permit allows one to park in any student parking lot. The daily paid permit must be visible with the day stamp up.
- Student parking lots are 4, 6, 7, 8 (see map on inside back cover). Staff parking lots are 1, 2, 3 and parts of student lots as designated, see map at the end of this schedule. Student parking is not allowed in ANY staff lot.
- Disabled students can arrange to park in Staff lots if their special circumstances require this. See the Special Programs and Services staff in Cafeteria 108.
- Student parking permits or decals are to be mounted on the inside lower left hand portion of the windshield. The permit MUST BE affixed to the windshield to avoid a citation if parked on the LAHC campus. Motorcycles, motor scooters, and mopeds should prominently display the parking permit/decal on the front fork of the vehicle.
- Students purchasing a permit for a four-wheeled vehicle are issued a static vinyl permit. This permit is easily transferred from one car to another.
- Student permits/decals DO NOT authorize parking in staff or other reserved areas. Vehicles parked in these areas will be cited unless they have a current day permit DESIGNATING PERMISSION TO PARK IN A SPECIFIC AREA issued by the college police office. Verbal or written permission to a student or any other college visitor to park on campus IS NOT RECOGNIZED AS VALID UNLESS first cleared through the college police office and the appropriate day pass or permit is obtained.
- There is an administrative appeal process if you feel you have been given a parking citation in error. You have 21 days from the date of the citation, or 10 days from the 1st notice of delinquency parking violation, to pay the fine or request an administrative review. Review forms can be obtained from the College Sheriff’s Office located at the east end of the Physical Education (PE) Building.
- Neither Los Angeles Harbor College nor the Los Angeles Community College District assumes responsibility for damage to any motor vehicle, theft of its contents, injury to persons operating a vehicle, or damage to parked cars on or off the campus unless liable under Government Codes 810 to 966.6 inclusive.
- The “Los Angeles Harbor College Campus Traffic and Parking Regulations” brochure is available FREE at the Information Desk, Admissions Office, Financial Aid, ASO Office, Cashier’s Office, and Campus Police.
Información para Nuevos Estudiantes

Permítanos ayudarle a planear un programa de estudio que concuerde con sus necesidades. Solo siga estos pasos sencillos:

1. Entregue su solicitud de LAHC e inscríbase para la evaluación y la orientación en el vestíbulo del edificio de Admisión (Admissions) (Monday - Thursday 9:30am - 6:30pm). Los resultados de la evaluación son herramientas importantes para poder colocar a uno en el nivel de inglés o de matemáticas apropiado en Harbor College. El colocamiento correcto le ahorrará tiempo, dinero y frustración. Sus resultados serán válidos por dos años desde el día que fueron tomados. La orientación le dará una introducción al colegio y a los programas y servicios que se le ofrecen.

2. Haga una cita con un(a) consejero(a) y traiga sus resultados de la evaluación. Las citas están disponibles tanto para los estudiantes que asisten al colegio durante el día como para los que asisten durante la noche. Inscríbase en el Escritorio de Información ubicado en el vestíbulo del edificio de Administración o, llame al (310) 233-4230, de lunes a los viernes de las 8a.m. - 4p.m.

3. Matricúlese en uno de los cursos o seminarios (workshops) diseñados para ayudarle a aprovechar la mayor parte de su tiempo en Harbor College. (Vea abajo)

Los Cursos y Seminarios (Workshops) para el Éxito del (de la) Estudiante.

Los cursos:
- Personal Development 17 - El desarrollo de las habilidades para sobrevivir en un ambiente colegial.
- Personal Development 4 - Planear una carrera.
- Developmental Communications 23 - Técnicas del aprendizaje.

Los seminarios:
- Las Orientaciones sobre la Biblioteca (Library Orientations) son planeadas durante el semestre. Hable con su profesor de inglés o comuníquese con la biblioteca para obtener una lista con las horas.

¿No sabe a dónde ir para solucionar un problema en particular? Empiece con el Escritorio de Información que está ubicado en el Edificio de la Administración o llame al (310) 233-4230. Estamos aquí para ayudar.

Los programas de Instrucción

Los Angeles Harbor College ofrece cursos que permiten la realización de los siguientes objetivos:
- La transferencia a una universidad de cuatro años.
- El título Associate in Arts (AA)
- El título Associate in Science (AS)
- El Certificado Ocupacional

La Transferencia del (AA)

Una universidad de cuatro años les exige a los estudiantes que completan ciertos requisitos. Entre ellos, están los de la instrucción general y los de la especialización. Los Angeles Harbor College ofrece cursos transferibles equivalentes a los que se requieren durante el primer y segundo año de estudio (Freshman y Sophmore) en muchos colegios y muchas universidades en los Estados Unidos. En la página 9, hay una lista parcial de los colegios y las universidades en California. Con el asesoramiento y una planificación cuidadosa, un(a) estudiante, en muchos casos, puede transferirse como estudiante de tercer año de estudio con sus requisitos de especialización de división baja (lower division) y los de la instrucción general completados. Los estudiantes que no calificaron para la admisión al sistema California State University (CSU) o al de University of California (UC) directamente después de la escuela secundaria, pueden ser elegibles para hacer la transferencia a estos sistemas académicos.

Los estudiantes que están en esta situación pueden transferirse a una escuela del sistema California State University (CSU) después de haber completado 56 unidades transferibles y 60 unidades a una del sistema University of California (UC). (a condición de que el (la) estudiante haya logrado las notas apropiadas y haya cumplido con los requisitos apropiados).

En la página 9, hay una lista de las especialidades con las cuales un(a) estudiante se puede transferir.

La Declaración de Exactitud

El Los Angeles Community College District y Los Angeles Harbor College han hecho todo el esfuerzo posible para determinar que todo lo que se ha declarado en este horario se ha hecho con precisión. Los cursos y los programas ofrecidos, junto con otros asuntos contenidos aquí dentro, están expuestos a cambios sin ninguna notificación por la Administración del Los Angeles Community College District o por Los Angeles Harbor College por razones relacionadas a la matriculación de los estudiantes, el nivel de respaldo financiero o, por cualquier otra razón. Estos cambios se hacen a la discreción del Districto y de la Administración del Colegio. Además, el Distrito y el Colegio tienen el derecho de añadir, corregir o, anular cualquiera de sus reglas, regulaciones, principios y procedimientos que estén consistentes con las leyes aplicables.

Esta publicación está disponible a su petición en una forma alterna
¿Quién Puede Solicitar?
Cualquiera que tenga 18 años o más califica para la admisión a Harbor College. Si usted es menor de 18 años de edad, calificará para la admisión si satisface una de las siguientes condiciones: (1) Si se graduó de la escuela secundaria, (2) Si aprobó The California High School Certificate of Proficiency Test o, (3) Si está matriculado(a) actualmente en una escuela de nivel K-12 y obtiene permiso de esa escuela para matricularse. Los estudiantes deben obtener firmas de sus escuelas respectivas en los formularios de permiso para la matriculación antes de someter una solicitud al Oficina de Admisión.

La Residencia de California
Para asistir a Harbor College, como un(a) residente de California calificado, usted tendrá que haber establecido la residencia legal en el estado por un año completo inmediatamente precedente al 2 de septiembre del 2008. La residencia de un(a) estudiante soltero(a) menor de 18 años de edad es determinada por la residencia legal de sus padres. La residencia de un(a) menor casado(a) es determinada desde la fecha de matrimonio y tendrá que cumplir con el requisito de un año. Un estudiante continuo que no es residente, que desea cambiar su estado como residente, tendrá que presentar una petición a la Oficina de Admisión.

Los Consejeros
Si su meta es adquirir un título o un certificado de Provisión, (a) antes de matricularse. El(la) consejero(a) lo(la) ayudará a crear un plan educativo y guiarlo(a) a los cursos necesarios para alcanzar su meta. También, si planea retirarse de una clase a la O

Añadir una clase
Los estudiantes pueden usar el sistema telefónico de matriculación para añadir las clases a su horario académico en las cuales hayan espacio hasta el 28 de agosto del 2008. Después del 28 de agosto del 2008, los estudiantes podrán añadir las clases en las cuales hayan espacio, obteniendo una tarjeta para inscribirse del (de la) profesor(a) y entregándola a la Oficina de Admisión. El último día para inscribirse en una clase que se extiende durante el semestre completo es el 13 de septiembre del 2008.

Retirándose de una Clase
El estudiante tiene la responsabilidad de someter una tarjeta oficial para retirarse de una clase a la Oficina de Admisión. Al no cumplir este proceso, resultará que una nota de “W” o “F” quede grabada en su expediente académico. Al no retirarse para los fines de plazo, significa que la cuota de ingreso se deberá. Los profesores pueden excluir a un(a) estudiante pero ésto no es un retiro oficial y todas las cuotas de ingreso todavía se deben. Para recibir un reembolso, uno tendrá que haberse retirado de sus clases para el 19 de Febrero del 2008.

Las Cuotas
La cuota de la matrícula para los residentes de California es $20.00 por unidad por semestre. Los estudiantes que no son residentes de California pagan $173.00 por unidad más la cuota estándar de la matrícula. Los que no son residentes de Los Estados Unidos pagan $193.00 por unidad más la cuota estándar de la matrícula. Las cuotas adicionales incluyen una de $20.00 para el estacionamiento; los miembros del “Associated Students Organization” pagan $17.00. El costo del ingreso al ASO es $7.00. La cuota obligatoria de los Servicios de Salud es $11.00 y la cuota mandatoria para la Representación Estudiantil es $1.00. La asistencia financiera (financial aid) o, una renuncia de cuotas para la matriculación, podrían estar disponibles para los estudiantes que cumplen con los requisitos para calificar. Comuníquese con la Oficina de Asistencia Financiera (Financial Aid Office) en Harbor College.

La Exoneración de la Cuota de los Servicios de Salud
Las reglas de Distrito de los Colegios de la Comunidad de Los Angeles exoneran a los siguientes estudiantes para que no tengan que pagar la cuota relacionada a los servicios de salud: (a) Los estudiantes de bajos recursos, incluyendo a los estudiantes que están bajo asistencia financiera y, o los recipientes de un “Board of Goveners’ grant”, (b) los estudiantes quienes dependen exclusivamente del rezo para el proceso de sanar que esté de acuerdo con la enseñanza de una secta religiosa auténtica, (c) los estudiantes quienes están asistiendo a las clases bajo un programa aprobado de entrenamiento y de aprendizaje, (d) los estudiantes que están clasificados como “non-credit education students”, los que no buscan ganar créditos, (e) los estudiantes quienes están matriculados en los colegios del Distrito donde exclusivamente no se proveen servicios de salud, (f) los estudiantes quienes están matriculados en colegios del Distrito exclusivamente por medio de Instrucción Televiisada o clases de distancia educativa, (g) los estudiantes quienes están matriculados en colegios del Distrito exclusivamente por medio de educación bajo contrato. Los estudiantes quienes están exonerados bajo las provisiones de (a), (c) y (d) mencionadas arriba calificar para recibir los servicios del programa de salud del colegio; Los demás estudiantes que están exonerados, no califican para recibir los servicios del programa de salud del colegio.

Información en Español
Los Angeles Harbor College es reconocida por el Western Association of Schools and Colleges
**COMO MATRICULARSE EN HARBOR COLLEGE**

**PASO 1: Someta una Solicitud**

Los nuevos estudiantes pueden obtener una solicitud en el Escritorio de Información ubicado el vestíbulo del Edificio de la Administración. Favor de llenarla y someterla a la Oficina de Admisión, cuarto AD 100. Al someter una solicitud, usted tendrá que mostrar su tarjeta de Seguro Social. Se le dará una cita para una evaluación, una orientación y para matricularse. Las fechas de la matrículación para los nuevos estudiantes están indicadas. Al inscribirse para la evaluación y la orientación, usted puede elegir en tomar el examen de Inglés Como Lengua Nativa (ENL: English as a Native Language) o, el examen de Inglés Como Segunda Lengua (ESL: English as a Second Language) Si su idioma nativo no es el inglés, usted necesitará ayuda con sus habilidades lingüísticas al comenzar sus estudios colegiales. Para determinar si ésto es necesario, el colegio ofrece el examen ESL para medir su conocimiento de gramática, de lectura, de escritura y su habilidad para escuchar y escribir. El examen ESL se dá como parte de la Orientación Estudiantil de ESL.

**PASO 2: Asistir A La Orientación**

Como nuevo(a) estudiante, usted asistirá a una sesión de Evaluación y una de Orientación. Para que sea colocado(a) correctamente, usted será evaluado en la lectura, la escritura y las matemáticas. No hay manera que usted falle estos exámenes. Son diseñados para predecir el nivel de estudio en el cual usted tendrá más probabilidades de ser exitoso(a). Además, a usted se le informará sobre los principios y los procedimientos, las expectativas académicas, las reglas de conducta que deben de seguir los estudiantes, la asistencia financiera, los programas académicos, los servicios disponibles a los estudiantes y los requisitos que concuerden con sus metas académicas. Los consejeros le explicarán cómo hacer las mejores decisiones al seleccionar los cursos de inglés y los de matemáticas.

**PASO 3: Determinar La Cantidad De Cursos Que Uno Podrá Tomar A La Vez**

Durante la orientación, se le entregará una tarjeta de solicitud en la cual usted debe escribir las clases que se le ha propuesto. Acuérdese de revisar la pizarra de bulletin para informarse sobre las clases nuevas o las que están cerradas. Si necesita ayuda, hay consejeros disponibles al momento. Para obtener las horas, comuníquese con el Escritorio de Información.

**PASO 4: Matricúlense En Las Clases**

Hay tres maneras para matricularse en las clases:

- Internet - Los estudiantes puede matricularse en el internet por medio de las páginas del internet de LAHC www.lahc.edu
- Teléfono -(Students Telephone Enrollment Program) El sistema STEP. Siga las instrucciones en las páginas 8-14 del horario de clases.
- En Persona - Los estudiantes deben presentar una tarjeta llamada “Course Request Card” a la oficina de matrículación (Registration Office, AD 138). Este proceso sólo se puede hacer durante la semana de matrículación en persona (walk-in registration period). (Para las fechas y las horas, favor de revisar el calendario académico que está adentro de la portada del horario de clases).

Las clases que están llenas o las que han sido canceladas están anunciadas en las páginas del Internet y en el tablón de anuncios de matrículación cerca de AD 138, el cuarto de matrículación.

Los consejeros están disponibles para ayudarle a determinar la cantidad de cursos que debe tomar durante todo el año. Consulte con el escritorio de información (Information Desk) para obtener sus horas de servicio.

**PASO 5: Pagar Las Cuotas**

Favor de proceder a la Oficina del(de la) Cajero(a). También puede pagar las cuotas relacionadas al estacionamiento, la del Associated Student Organization (ASO), incluyendo la cuota de la Representación Estudiantil y la de los Servicios de Salud. Guarde su recibo. Ésto será necesario para poder añadir clases o renunciar de éllas.

**PASO 6: La Tarjeta De Identificación Del (De La) Alumno(a)**

La tarjeta de identificación de los estudiantes se requiere para el uso de la Biblioteca, el laboratorio de Computadoras y otros servicios. La tarjeta de identificación estudiantil se puede obtener en el área de la matrículación en el edificio de la administración durante el momento en que se matricule. Las tarjetas de identificación de los estudiantes están disponibles en el segundo piso del Seahawk Center en la Oficina de las Actividades Relacionadas a los Estudiantes. Las etiquetas engomadas del ASO, incluyendo la cuota de la Representación Estudiantil y la de los Servicios de Salud.

**CÓMO LEER EL HORARIO**

**ESTO SÓLO UNA MUESTRA**

- EL NÚMERO DEL CURSO
- EL TÍTULO DEL CURSO
- LA DESCRIPCIÓN DEL CURSO
- LA HORA Y EL DÍA
- EL (LA) PROFESOR(A)
- EL EDIFICIO Y EL AULA
- TRANSFERIBILIDAD & LAS UNIDADES DE CRÉDITO

**ADMINISTRATION OF JUSTICE 3**

**Legal Aspects of Evidence (csu)**

This course includes the kinds and degrees of evidence and the rules governing the admissibility of evidence in court. (CAN AJ 6)

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Las clases de noche en letras oscuras:

- LA HORA Y EL DÍA
- EL (LA) PROFESOR(A)

**www.lahc.edu**
**STEP PREGUNTAS Y RESPUESTAS**

¿Cuándo?
La matriculación telefónica comienza el 5 de mayo del 2008

¿Quién podrá usar STEP?
A los estudiantes continuos se les permitirá matricularse en las clases por medio del teléfono. Un estudiante continuo se define como uno que asiste al colegio durante el semestre actual o que asistió durante el semestre previo. A los nuevos se les dan una cita para matricularse en las clases por teléfono desde la Oficina de Admisión.

Advertencia: Los estudiantes que deban cuotas, que tengan obligaciones con la biblioteca, que estén bajo probación académica, que hayan sido despedidos, etcétera., no se les permitirán usar el sistema hasta que todas las restricciones se hayan aclaradas.

¿Cómo los estudiantes sabrán cuándo podrán tener acceso al sistema?
A cada estudiante continuo se le enviará un Horario de Clases (Schedule of Classes). El día y la hora en que al estudiante se le permitirá matricularse, estarán indicados en la etiqueta que muestra la dirección de domicilio.

¿Cómo se determina la fecha para la matriculación?
Los estudiantes con la cantidad más grande de unidades completadas recibirán la gran prioridad. La ley estatal también requiere que los estudiantes que califiquen y que estén en Programas Especiales o bajo los Servicios (SP & S) y EOPS (Educationally and financially disadvantaged students) también tengan prioridad.

¿Cuánto tiempo estará disponible el sistema para la matriculación?

¿El sistema permite cambiar clases?
Sí. STEP ofrece una característica que permite a uno añadir clases a o remover clases de su horario académico. Uno puede añadir clases por medio de STEP hasta el 1 de Septiembre del 2007, el último día que estará disponible el dicho sistema. Después de esta fecha, los cambios tendrán que hacerse en persona en la Oficina de Admisión. Uno puede remover clases de su horario por medio del sistema hasta el 22 de Noviembre del 2007.

¿Si dejo de asistir a las clases, debo algunas cuotas?
Las cuotas se deben a menos que un estudiante oficialmente renuncie de una clase por teléfono o en persona en el Edificio de Admisión. Usted tendrá que haber renunciado de su clase o sus clases para el 17 de Septiembre del 2007, la fecha indicada.

¿Cómo se pagan las cuotas?
Las cuotas se pueden pagar enviando un cheque o un giro postal o, proveyendo la información de una tarjeta de crédito usando las teclas del teléfono. La Oficina del (de la) Cajero(a) tiene que haber recibido los cheques o los giros postales cinco (5) días antes de matricularse. El dinero en efectivo solo será aceptado si uno lo trae en persona a la Oficina del (de la) Cajero(a) durante las horas de negocio.

¿Los estudiantes podrán matricularse en persona en lugar de matricularse por teléfono?
La matriculación en persona para los estudiantes continuos, los que retornan y los nuevos está programada para el 18 de agosto hasta 29 de agosto del 2008. Los estudiantes tendrán que usar STEP para aprovechar la fecha para la matriculación más temprana.

Algunos estudiantes no tienen un teléfono con teclas. ¿Qué pueden hacer?
Hay tres teléfonos específicamente para STEP ubicados en el colegio. Hay dos teléfonos disponibles en el Escritorio de Información en el área de Admisión y uno en el segundo piso del Seahawk Center. El uso de estos teléfonos especiales es gratuito.

¿La llamada para la matriculación será hecha a un número local?

¿Harbor es el único colegio en el sistema?
No. Además del Programa de la Instrucción vía la Televisión, hay nueve colegios en el Districto Colegial de Los Ángeles. (L.A: Community College District). En su primera oportunidad, los estudiantes tienen que elegir a Harbor College. (Harbor es el número 3).

¿Dónde los estudiantes encontrarán más información e instrucciones específicas sobre el uso de STEP?
Hay dos páginas completas dedicadas a STEP en el Horario de Clases. Preguntas adicionales deben ser dirigidas al Escritorio de Información, (310) 233-4230 o, a la Oficina de Admisión (310) 233-4000.
Las instrucciones de STEP


Oprima * en cualquier momento para corregir un error.
Oprima # para regresar a la opción de la matriculación.

2. Oprima 3 para Los Angeles Harbor College.
4. Marque el número de su tarjeta de identificación de alumno o el número de Seguro Social.

5. Marque su Código de Identidad Personal, el cual es su fecha de nacimiento __ __ __ __ (el mes y el día). Por ejemplo: Si su fecha de cumpleaños es el 5 de Marzo, marque 0305. Si su fecha de cumpleaños es el 25 de Octubre, marque 1025.

6. Escoja UNA opción por cada llamada:

Oprima 1 Para oír su fecha de matriculación.
Oprima 2 Para matricularse en las clases o para hacer cambios en sus clases. (agregar/dejar clases)
Oprima 3 Para oír sus calificaciones.
Oprima 4 Para oír su lista de clases.
Oprima 5 Para oír cuanto debe.
Oprima 9 Para abandonar el sistema.

7. Proveelee respuestas a la información que STEP le pide. El código de su especialización (vea la página 10) (Una lista de especialidades está incluída en el Horario de Clases). Las horas pagadas que uno trabaja por semana.

El estado del título B.A./B.S.
Permiso para revelar información.

8. Matricúlese para las clases según la hoja de anotaciones en la siguiente página.

9. Consulta con la hoja de anotaciones para repasar las cuotas y seleccionar su medio de pago.

Si usted tiene preguntas sobre la matriculación, comuníquese con la oficina de admisión al (310) 233-4090 de Lunes-Jueves, 9:00a.m. – 6:30p.m. y los Viernes 9:00a.m. – 3:00p.m.

www.lahc.edu
Información en Español 141
¿Usted Califica Para Una Renuncia De Cuotas?

TODOS LOS ESTUDIANTES (HASTA LOS QUE ESTAN RECIBIENDO UNA RENUNCIA DE CUOTAS) TIENEN QUE SOLICITAR PARA EL OTOÑO DEL 2007

Llene la solicitud (Página 17) y tráigala a la Oficina de Asistencia Financiera (Financial Aid Office), AD 131 para saber.

Las Horas de la Oficina de Asistencia Financiera:
- lunes – jueves: 10:00a.m. – 2:00 p.m.
- Los lunes por la noche: 5:00p.m. – 7:00p.m.
- Está cerrada los viernes

Hay tres maneras para calificar (vea la solicitud)

Método A
Si usted recibe Asistencia General O, usted o sus padres reciben beneficios de TANF/CalWorks O SSI, traiga la solicitud y un “Anuncio de Acción” (“Notice of Action”) recién o, una copia de su cheque más recién hecho a la Oficina de Asistencia Financiera.

Método B
Cumpliendo con los requisitos de ingresos, los estudiantes que son dependientes traigan los documentos de los impuestos de sus padres del 2006. Los estudiantes que son independientes, traigan sus documentos de 2006 junto con la solicitud. Si usted es un dependiente y sus padres no presentaron una declaración de impuestos, levante un formulario llamado “Parent’s Income Certification” en la Oficina de Asistencia Financiera para que sus padres se la firmen.

Necesidad Financiera
Si usted no califica para los métodos de arriba, debe someter una solicitud titulada “Free Application for Federal Student Aid” para determinar si tiene una necesidad financiera. Si ya lo hizo, simplemente venga a la Oficina de Asistencia Financiera (Financial Aid Office) y pregunte si califica para una renuncia de cuotas titulada “BOG”.

¡No Espere! ¡Solicite Antes De La Matriculación Telefónica!
Un Ambiente Laboral Libre de Humo de Tabaco
Para cumplir con el compromiso del colegio de proveer un ambiente saludable y tomar en cuenta el peligro a la salud que le traen el uso de tabaco y el humo secundario, por medio de P.A.C., el colegio ha adoptado la siguiente norma para proveer un ambiente colegial libre de humo de tabaco. Esta regla se les aplica a todos los estudiantes, a los miembros de la facultad, a los de la administración, a los empleados y a los visitantes.

Las prohibiciones
Se prohíbe fumar o el uso de cualquier otro tipo de productos de tabaco dentro de todas las áreas de servicio del colegio y en todos los vehículos mantenidos por el colegio. El colegio también prohíbe el uso, la venta o la promoción de todos los productos de tabaco en cualquier área de servicio administrado por el colegio o, como parte de una actividad patrocinada por el colegio. Además, el código atlético estatal le prohíbe a un(a) atleta, a un(a) entrenador(a) o, a un empleado(a) el uso de cualquier producto de tabaco durante una práctica o un evento atlético.

La Norma sobre el Acoso Sexual
La norma del Los Angeles Community College District es proveer un ambiente educativo, de empleo y de negocios libre de avances sexuales, pedidos de favores sexuales u otra conducta física o forma comunicativa que constituye el acoso sexual. Los empleados, los estudiantes u otras personas que representan al Distrito, que se involucren en el acoso sexual, tal como lo define la norma del Distrito o la ley estatal o federal, estarán expuestos a ser disciplinados hasta incluso ser despididos, expulsados o que se les cancele el contrato. Las reglas y los procedimientos específicos para reportar cargos de acoso sexual y para proseguir con los remedios disponibles están incorporados en las Reglas del Consejo de LACCD, Capítulo 15. El Los Angeles Community College District tiene una norma que provee los procedimientos formales e informales para resolver quejas.

La Oficina de Condescendencia
La Oficina de Condescendencia tiene la responsabilidad de ejercer deberes investigativos, analíticos, de mediación, y de entrenamiento relacionado al proceso de quejas, los motivos que realizan quejas y las apelaciones en las áreas como: la igualdad en la oportunidad de empleo, el acoso sexual, la igualdad en los géneros, la práctica de derechos civiles, los servicios para los incapacitados y la resolución de quejas para los estudiantes, los miembros de la facultad y los empleados de Harbor College.

Una Norma que Apoya un Ambiente Laboral Libre de Drogas
De acuerdo con la Sección 22 del Acto de 1989 de Escuelas y Comunidades Libres de Drogas, Los Angeles Harbor College se esfuerza para mantener un colegio libre de drogas para sus estudiantes y empleados. A los empleados y a los estudiantes se les prohíben la fabricación ilegal, la distribución, la dispensación, el uso y la posesión de una substancia controlada y del alcohol en todos los edificios, la propiedad, las áreas de servicio o, en la localidad de negocios del Distrito. (según indican las Reglas del Consejo sobre las Reglas de Conducta, Sección 9803.19).
El colegio mantiene unos principios que promueven una conciencia libre de drogas y alcohol para informar a los estudiantes y a los empleados sobre los peligros y los riesgos a la salud que le pueden traer el abuso de drogas y de alcohol en un ambiente laboral, en el colegio y durante las actividades patrocinadas por el colegio. Los estudiantes y los empleados serán informados sobre las sanciones que se les impondrán por la violación de los principios y se les avisarán sobre la disposición del asesoramiento, el tratamiento y la asistencia con la rehabilitación relacionada al uso de drogas y alcohol. La declaración de esta norma sirve como la notificación anual tal como lo requiere la ley. A todos los estudiantes y a todos los empleados se les exigen que cumplan con esta norma como condición para mantener su posición como alumno o empleado continuo. Cualquier estudiante o empleado que viole esta norma, se le podría obligar que participe satisfactoriamente en un programa de rehabilitación de abuso de substancia y o, podría ser sujeto a una acción disciplinaria hasta e incluso el despido o la exclusión bajo las reglas aplicables del Distrito. Además, un(a) empleado(a) que haya sido declarado(a) culpable del cualquier crimen relacionado al uso de drogas en el ambiente laboral, tendrá que notificar al Departamento de Empleo (Personnel Office) cinco (5) días después de la condena.

Cumplir Con la Igualdad en las Oportunidades
LA Harbor College está comprometido a la filosofía de igualdad en la oportunidad e igualdad al acceso de todos sus programas de instrucción y servicios. Por lo tanto, mantenemos una posición firmemente comprometida a no permitir la discriminación sobre la base de: raza, color, origen nacional, aborigen, religión, credo religioso, sexo, edad, incapacidad física, estado civil, preferencia sexual u otras formas de discriminación. En los programas y actividades de empleo y de instrucción. La falta de habilidades lingüísticas de inglés no será un impedimento para el acceso y la participación en programas relacionados al oficio o al empleo. Sin embargo, muchas clases requieren competencia en el inglés. El colegio le ofrecerá asistencia con la adquisición de las habilidades lingüísticas del inglés. Las preguntas sobre las reglas de de la igualdad de oportunidades o, sobre cómo sentar una denuncia pueden ser dirigidas a: Nina Malone 233-4651.

Para clases adicionales visita nuestra website!
www.lahc.edu
24-horas al día!
Las Reglas Generales del Colegio

La Declaración Sobre La Misión
La misión de Los Angeles harbor College es ofrecer un ambiente que fomenta el aprendizaje al proveer programas que cumplen con las necesidades educativas de los estudiantes y que son apropiadas y útiles para la comunidad que servimos, incluyendo:
- Programa de títulos y de transferencias
- Preparación vocacional y para la fuerza laboral
- Instrucción de habilidades básicas
- Inglés como segunda lengua
- Cursos que permiten a uno ganar crédito y los que no permiten a uno ganar crédito para el aprendizaje por vida
- Servicios de comunidad
- Servicios de apoyo
- Información sobre el alfabetismo

Un aspecto esencial de la misión hacia la comunidad que servimos es el avance en el crecimiento económico y la competencia global por medio de la educación, el entrenamiento y los servicios que contribuyen a la continuidad en la fuerza laboral y la responsabilidad cívica.

La renovación académica consiste de la eliminación de 18 unidades de cursos en los cuales el (la) estudiante se ganó una nota menor de una “C” en el promedio académico (Grade point average). Al expediente académico del (de la) estudiante se le piden anotaciones y se indica esas notas que no deben ser incluidas en el cálculo del promedio académico. Un (a) estudiante puede pedir que su expediente académico sea reexaminado para el proceso de renovación bajo las siguientes condiciones:
- El (la) estudiante tuvo que haber logrado un promedio académico de 2.5 en las últimas 15 unidades semestrales o, un 2.0 en las últimas 30 unidades semestrales completadas en cualquier colegio acreditado o universidad acreditada.
- Por lo menos dos años de calendario tuvieron que haber pasado desde el tiempo en que el trabajo de curso que se debe remover fue completado. La renovación académica no remueve las notas llamada “substandard grades” del expediente académico del estudiante. La renovación se aplica al promedio académico sólo para el propósito de LAHC. Los estudiantes que se van a transferir a otros colegios o, a otras universidades, todavía tendrán en su expediente todos los cursos en los cuales recibieron calificaciones inferiores a las establecidas, a menos que el curso fue repetido para obtener la remoción de la calificación. Favor de leer la sección titulada “Course Repetition to Remove Substandard Grades.”

Las Reglas sobre la Asistencia
Se espera que el (la) estudiante asista a cada sesión de todas las clases en las cuales está matriculado(a). Los estudiantes que se han matriculado antemano en una clase y que no asisten a la primera sesión, renunciarán su derecho para tener un lugar en ella. Se reconoce que los estudiantes podrán tener razones legítimas por no poder asistir a la primera o a la segunda sesión de una clase en particular, A un(a) estudiante que se le aplique esta circunstancia, tendrá que notificar al(a la) profesor(a) por escrito por lo menos un día de negocio antes de la primera reunión, explicándole las razones por su ausencia de la clase. Se recomienda sumamente que la notificación por escrito sea enviada por medio de correo certificado o registrado para que el estudiante tenga prueba de la notificación. El (la) profesor(a) considera las circunstancias de mitigación al decidir si despedirá al (a la ) estudiante de la clase. Cuando las ausencias de un(a) estudiante exceden el número de horas que una clase se reúne, el (la)profesor(a) considerará si hay circunstancias de mitigación que justifiquen las ausencias. El estudiante tiene la responsabilidad de consultar con su profesor(a) sobre cualquier ausencia que le podría alterar su estado en la clase.

La Acreditación
Los Angeles Harbor College es un colegio público de dos años que provee servicios de enseñanza bajo el Los Angeles Community College District Board of Trustees. Los Angeles Harbor College es oficialmente acreditado por el Western Association of Schools and Colleges y está completamente acreditado bajo las regulaciones de los California Community Colleges. La Universidad de California y otros colegios y otras universidades le dan crédito completo por los cursos apropiados tomados.

Toma Cursos Como Oyente (Auditing)
A los estudiantes se les podrán permitir tomar una clase como oyente bajo las siguientes condiciones:
- El pago de una cuota de $15.00 por unidad. A los estudiantes que están matriculados en diez unidades de semestre o más no se les cobrará una cuota para participar como oyente en tres unidades o menos por semestre.
- A ningún(a) estudiante que participe como oyente en un curso se le permitirá que cambie su estado de matricular para recibir crédito por el curso.
- A la prioridad de matricular se les dará a los estudiantes que deseen tomar el curso para recibir crédito.
- Si uno toma cursos como oyente, no podrá recibir un reembolso sobre las cuotas.
- Para que un(a) estudiante pueda participar como oyente en una clase, él (ella) tendrá que obtener la autorización del(de la) profesor(a) por escrito.

Cortesía en la sala de clases
Como esta aprobado por la Organización Asociada a los Estudiantes (Associated Student Organization) y por el Senado Académico (Academic Senate), todos los teléfonos celulares y todos los aparatos que emiten sonidos tendrán que estar apagados todo el tiempo durante las clases. Se acepta que los teléfonos celulares y los beepers estén puestos en el modo de vibrar pero no se permite el uso de audifonos.

El College Level Examination Program (CLEP)
CLEP es un programa del College Entrance Examination Board que le permite a los adultos ganarse crédito colegial por medio de un examen. Para calificar para recibir crédito de CLEP, un(a) estudiante tiene que estar matriculado(a) en Harbor College durante el semestre en que se le otorgue el crédito, haya completado un mínimo de 12 unidades de crédito en Harbor College y tener un promedio académico de 2.00 o más. Antes de que un (a) estudiante pase tiempo y dinero tomando CLEP, él o ella tendrá que verificar si es aceptable en la institución con el propósito intentado. La mayoría de los catálogos de los colegios contienen información sobre la cantidad de créditos de CLEP que serán aceptado. Para más información, llame al 233-4230 para ver a un (a) consejero (a).

La Matrícula Concurrente
No se permite la matrícula concurrente en más de una sección del mismo curso. Los distintos módulos de un solo curso no se consideran ser el mismo curso. Los cursos que son designados como equivalentes (“same as”) no se pueden tomar concurrentemente. No se permite la matrícula en las clases que muestran tener horarios conflictivos. La violación de estas regulaciones le resultará en la exclusión de una clase y la negación de crédito en ambos cursos.

La Repetición de Cursos y la Repetición de Actividades
Ciertos cursos en el horario de las clases se pueden repetir para obtener crédito adicional. Estos cursos, marcados “RPT”, le permite al(a la) estudiante ampliar su experiencia educativa. La cantidad de veces que uno puede matricularse en estos cursos, se limita a un máximo de tres repeticiones. Entonces, la cantidad total de veces que uno puede tomar una clase, incluyendo las 3 repeticiones, es (4). Una limitación de actividad también se les aplica a los cursos que no se permiten repetir por lo que son sino por la actividad semejante que existe. Por ejemplo, hay varios títulos de cursos semejantes en arte, música, teatro y educación física que se consideran ser la misma actividad. Un(a) estudiante puede matricularse cuatro veces en cursos que se consideren ser la misma actividad. El exceso en las veces de la matricularación le resultará en un despido administrativo de la clase. Consulte con un(a) consejero (a) para la lista de restricciones relacionada a la matricularación.
La Repetición de Cursos para Remover las Calificaciones Inferiores a las Establecidas
Los estudiantes pueden repetir un total de 15 unidades por las cuales recibieron unas calificaciones de índole inferior (substandard grades) menos de una “C”. Los estudiantes sólo pueden repetir el mismo curso dos veces para cumplir con este propósito. Los estudiantes tienen que someter una petición general en la oficina de admisión para poder repetir un curso por la segunda vez. Al completar la primera repetición de un curso, un (a) estudiante tiene que someter una petición en la Oficina de Admisión (Admissions Office) pidiendo el ajuste al promedio académico. Al completar la segunda repetición de un curso, un (a) estudiante tiene que someter una petición la Oficina de Admisión pidiendo un ajuste en el promedio académico. La calificación más alta se utilizará para hacer los cálculos.

El Crédito por medio de Examen
En lugar de matricularse o completar el curso, un(a) estudiante puede someter una petición para tomar un examen para obtener crédito por el curso si él o ella: está matriculado(a) actualmente en el colegio, su estado académico está bueno, no está bajo probación progresiva o académica, tiene un promedio académico de 2.0 o más y ha completado 12 unidades dentro del Los Angeles Community College district.

La Opción Credit/No Credit
Uno puede tomar un máximo de 15 unidades bajo la opción “credit/no credit” y aplicarlas al Associate Degree. Un (a) estudiante puede elegir en tomar un curso por semestre bajo la opción “credit/no credit”. Si un estudiante desea tomar un curso bajo la opción “credit/no credit”, tiene que notificar a la Oficina de Admisión para el final de la sexta semana. Después de esta fecha, todos los cursos se tomarán para obtener una calificación regular. Después de completar la petición para tomar un curso bajo la opción “credit/no credit”, la nota recibida no se puede cambiar a una calificación tradicional. La terminación satisfactoria de un curso bajo la opción de “credit/no credit” es equivalente a la nota de “C” o mejor. Los estudiantes que eligen la opción “credit/no credit” tienen que saber que aunque este tipo de calificación no se calcula en el promedio académico en LAHC, la calificación de “credit/no credit” se podría considerar como lo equivalente a una “C” por colegios de cuatro años al considerar los solicitantes para la admisión. El (la) estudiante debe consultar con un(a) consejero(a) antes de elegir la opción de “credit/no credit”.

La Calificación Incompleta (Incomplete)
Una calificación de “I” (Incomplete) tiene que completarse lo máximo un año después desde el final del término en que fue asignada. Si una nota Incompleta no es completada para el fin de plazo, será reemplazada con una calificación determinada por el(la) profesor(a). Cada clase por la cual una calificación de “I” es grabada, no se puede repetir hasta que la “I” sea removida.

Las Excursiones
Algunas clases podrían efectuarse fuera del colegio. A menos que usted haya sido aconsejado(a) específicamente por un empleado(a) de LAHC, usted es responsable por conseguir su propia transportación hacia la localidad de la clase y desde la dicha localidad. LAHC no asume el riesgo o la responsabilidad por la transportación de personas hacia y desde una localidad por medio de un vehículo operado por cualquier persona que no esté autorizada por el Distrito.

Los Módulos
Un “parent course” es un curso que dura un semestre y que está dividido en módulos. Los módulos existen en beneficio de esos estudiantes que no serán exitosos en su intento de completar el curso entero en un solo semestre. Un(a) estudiante que aprueba un curso y que en un semestre más adelante recibe una nota de aprobación en el curso entero, no recibirá crédito por los módulos del curso que tomó previamente.

Los Requisitos
Los estudiantes que se matriculen en un curso sin haber cumplido con sus requisitos, no recibirán crédito por el curso. Un(a) estudiante no puede matricularse concurrentemente en un curso avanzado y en su requisito y recibir crédito en ambos cursos, a menos que la matriculación concurrente se permita específicamente en los requisitos del curso avanzado. Si el(a) estudiante ya completó un curso avanzado, él o ella no puede matricularse después en los requisitos del curso y recibir crédito.

La Probación y la Despedida
Los estudiantes bajo probación académica tienen que ver a un(a) consejero(a) antes de matricularse. Los estudiantes que están bajo la probación académica quienes no han mantenido un promedio académico de por lo menos 2.0, nivel de “C”, en un mínimo de 12 unidades de trabajo colegial intentado, ya sea en LAHC o en otro colegio acreditado, están bajo el estado de probación. Los estudiantes que progresan bajo el estado de probación., también serán puestos bajo la probación si su totalidad de unidades de “NC” (No credit), “I” (Incomplete) y o “W” (Withdrawal) excede cincuenta porciento 50 % del número total de unidades completadas.

La Opción Credit/No Credit
Los estudiantes bajo probación académica tienen que ver a un(a) consejero(a) antes de matricularse. Los estudiantes que están bajo la probación académica quienes no han mantenido un promedio académico de por lo menos 2.0, nivel de “C”, en un mínimo de 12 unidades de trabajo colegial intentado, ya sea en LAHC o en otro colegio acreditado, están bajo el estado de probación. Los estudiantes que progresan bajo el estado de probación., también serán puestos bajo la probación si su totalidad de unidades de “NC” (No credit), “I” (Incomplete) y o “W” (Withdrawal) excede cincuenta porciento 50 % de la cifra total de unidades completadas en por lo menos tres semestres consecutivos. El despido de un colegio que pertenece al Los Angeles Community College District descarta a un(a) estudiante de ser admitido en otro colegio del Distrito.

Patines/El Uso de Tablas de Patinar Sobre Ruedas
Se prohíbe el uso de patines (incluyendo los que tienen la forma inclinada) y de tablas de patinar sobre ruedas en el colegio. Animales: No se permiten animales en el colegio. Sin embargo, uno puede obtener autorización para usar un “perro de servicio” por medio de Academic Affairs o Special Programs and Services.

Las Clases de Corte Plano
Las clases de catorce semanas y otras clases de corto plazo están diseñadas para esos estudiantes a quienes les podrían beneficiar un horario de clase no tradicional. Además de las clases ofrecidas durante las horas de la manana, las clases de corto plazo están programadas para las tardes, las noches y los sábados.Para información adicional, llame al 233-4230.

Las Reglas Relacionadas a la Conducta de los Estudiantes
Un(a) estudiante que se matricule en uno de los Colegios de la Comunidad de Los Angeles espera justamente que la facultad y los administradores mantengan un ambiente en el cual haya libertad para aprender. Esto requiere que hayan condiciones y oportunidades apropiadas en las aulas y en el Colegio.

Como miembros de la Comunidad Colegal, los estudiantes deben ser aconsejados a desarrollar la capacidad para tener un juicio crítico, para involucrarse en la búsqueda sostenida e independiente de la verdad y para que desempeñen sus derechos a la libertad en la investigación y sus derechos a la libertad en el habla de una manera responsable y no violenta. Los estudiantes tendrán que respetar y obedecer la ley civil y la ley criminal y estarán expuestos a penaltas legales por la violación de las leyes de la ciudad, del condado, del estado y de la nación.

La conducta de los estudiantes tiene que conformar con las reglas y las regulaciones del Distrito y del colegio. La violación de tales reglas y regulaciones, por la cual los estudiantes están expuestos a acción disciplinaria, incluye, pero no está limitada a lo siguiente:
Academic Success Action Plan (El Proyecto A.S.A.P.)


La Evaluación

Antes de registrarse, nuevos estudiantes que se estén matriculando y hayan sometido una aplicación para atender LAHC tienen que hacer una cita para tomar el examen de evaluación “COMPASS- A.C.T.”. Estudiantes que estén regresando o matriculándose para continuar y no hayan tomado el examen de evaluación también tendrán que tomarlo (al menos que hayan sido exentos), la o los profesores(as) pueden distribuir permisos para añadir clases.

Los Servicios de Enseñanza y Los Servicios Para Los Estudiantes

Información adicional, llame al (310) 233-4072 o 233-4536.

A.S.A.P.)

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Información en Español

El Associated Student Organization
El Associated Student Organization (ASO) representa a todos los estudiantes y patrocina actividades, incluyendo el atletismo, publicaciones, reuniones, entrega de premios, servicios para estudiantes, actividades sociales y organizaciones. El ingreso al ASO no es obligatorio. El(la) estudiante paga esta cuota de manera totalmente voluntaria; sin embargo, hay beneficios únicos asociados al ASO. El ingreso a esta organización permite a uno participar en actividades y eventos patrocinados por el ASO, incluyendo la entrada gratuita a los juegos atléticos y a ciertos eventos sociales. Otros beneficios incluyen: descuentos en los parques de atracción y en los cines, el descuento de $3.00 del estacionamiento, descuentos fuera del colegio, asesoramiento legal gratuito y la tarjeta de identificación (el ID) gratis. A todos los estudiantes se les invitan a relajarse o a estudiar en el salón social de estudiantes ubicado en el segundo piso del Seahawk Center. Los juegos de billar, fútbol y de video están disponibles. Para información adicional, llame al 233-4594.

La Librería
La librería del colegio está ubicada en el primer piso del Sea Hawk Center. La librería está abierta de lunes – jueves de las 8:00 a.m. – 7:00 p.m. y los viernes de las 8:00 a.m. – 4:00 p.m. Durante las primeras dos semanas del semestre, la librería está abierta de lunes – jueves de las 8:00 a.m. – 8:00 p.m. y los viernes de las 8:00 a.m. – 4:00 p.m. La librería está cerrada los sábados y los domingos.

Las Reglas de la Librería:
Se acepta cheques personales, Visa y MasterCard solo por la cantidad total de la compra. Se requiere dos identificaciones: una copia corriente de la matrícula del/de la estudiante y una licencia de conducir válida o un I.D. de California válido. Los cheques tienen que ser dirigidos a Harbor College Bookstore. No se aceptarán cheques de otro estado o los de compañías o negocios. Antes de recibir un reembolso, un cheque personal tiene que ser aprobado por medio del proceso institucional. Se aceptarán cheques de otro estado o los de compañías o negocios. Antes de recibir un crédito, los cheques tienen que ser dirigidos a Harbor College Bookstore. No se entregarán reembolsos por gafas protectoras ni por artículos de uso personal. Los libros usados se tienen que devolver en una condición aceptable determinada por el librería y que muestre una fecha actual. No habrán excepciones a esta norma. Durante el semestre del otoño y el de la primavera, los libros se tendrán que devolver durante los primeros 15 días del semestre. Durante el verano, se tendrán que devolver durante los primeros 5 días. Los días de fiesta, los sábados y los domingos no se consideran días de clase. Los libros se tendrán que devolver en la misma condición que estaban cuando fueron comprados. Los libros nuevos tienen que estar libres de cualquier marca, manchas, borraduras y todas las páginas tienen que estar intasas.

Los libros usados se tienen que devolver en una condición aceptable determinada por los empleados de la librería. Los libros nuevos que se devuelvan con marcas o daños menores, se les reconocerá un reembolso máximo de 75% de su valor original durante el período del reembolso. Para obtener un reembolso por los libros que fueron comprados después del decimoquinto día de escuela, se tendrán que devolver dentro de 24 horas junto con un recibo de una caja registradora que muestre una fecha actual. Los libros que no cumplan con las reglas del reembolso, se considerarán usados y estarán bajo las reglas de los libros usados. Los libros de bolsillo, guías de estudio, diccionarios y libros de actividades se tienen que devolver dentro de un período de 24 horas. No se entregarán reembolsos por los programas de estudio. Reglas de Reembolso Relacionadas a Materiales: Se puede obtener un reembolso por el costo de los materiales requeridos por ciertas clases durante el semestre del otoño y el de la primavera solo si son devueltos dentro de los primeros 10 días. Durante el verano, se tendrán que devolver durante los primeros 5 días. Los artículos tendrán que estar acompañados por un recibo de caja registradora que muestre una fecha actual. De acuerdo a las Leyes de Salud de California, no se entregarán reembolsos por gafas protectoras ni por artículos de uso personal. No se entregará un reembolso por discos de computadoras y equipo de enfermería. Reglas Relacionadas a La Compra de Libros: La Compra de Libros (Book-Buy-Back) se efectúa durante la semana de los exámenes finales del semestre del otoño y el de la primavera. Para información adicional, llame al 233-4170.

El Programa CARE
El Cooperative Agencies Resources for Education (CARE) es un programa financiado por el estado que le provee servicios de respaldo a PADRES SOLTEROS quienes son los individuos principales en los hogares y quienes reciben CalWorks/AFDC/TANF con niños menores de 14 años. Los estudiantes deben ser elegibles para EOPS y estar matriculados en por lo menos 12 unidades. Los servicios de CARE incluyen: asesoramiento, presentaciones especiales, materiales para la escuela, donaciones en efectivo, donaciones de transporte y más. Para más información, favor de llamar al (310) 233-4211 o, visite la oficina de EOPS/CARE, cuarto AD 133.

El Centro para la Planificación de Profesiones (Career Center)
El Centro Para La Planificación de Profesiones (Career Center) ofrece un servicio de asesoramiento profesional diseñado para extender información e consejos a los estudiantes que necesitan ayuda en seleccionar una meta relacionada a una carrera o a una especialización o, para los que están considerando otras alternativas. Este servicio le permite a los estudiantes tanto determinar cuáles serán sus objetivos de instrucción y vocacionales como discutir los planes para la selección realista y significativa de una carrera. El Centro para la Planificación de Profesiones está ubicado en el edificio de la Administración, AD 125 y 127. Para más información llame al 233-4033 o email fisherjp@lahc.edu.

El Centro para el Desarrollo de los Niños (Child Development Center)
El Centro para el Desarrollo de Niños (Child Development Center) de LAHC fue establecido para ofrecerle servicios de cuidado de niños a los estudiantes que tienen niños de edad de nivel pre-colegial. El Centro tiene un programa extensivo de instrucción para los padres. Por medio de su participación en el programa, los padres se involucran en la enseñanza y el desarrollo de sus hijos. La matrícula en el Centro para el Desarrollo de Niños es una experiencia para ambos, los niños y sus padres. Los niños tienen que calificar para el programa “State Preschool Grant” según la edad y el nivel de ingreso de su familia. La prioridad principal se le da a los niños que tienen cuatro años de edad. Después de haber aceptado a todos los niños de cuatro años que califican, los de tres años que sean elegibles serán aceptados, dándose la mayor prioridad a los niños de tres años que son los más mayores. Si no hay niños que califiquen por su edad y el nivel de ingreso en la lista de prioridad, los de tres o cuatro años que no son elegibles por su edad o nivel de ingreso, podrían ser matriculados. Las cuotas para este servicio están basadas en la necesidad financiera y varían de gratis a $2.00 por hora. Para más información, comuníquese con el Centro Para El Desarrollo De Niños al 233-4200.

Los Servicios de Computadoras
El aumento en el uso de las computadoras en todos los aspectos de la vida crea un aumento en la necesidad del conocimiento y los servicios ofrecidos en LAHC relacionados a ellas. Los estudiantes que están matriculados pueden tener acceso a las computadoras en el LRC, LAC y en otros laboratorios “digitalizados” cuando las necesiten mientras que no se estén efectuando clases en dicha aula/laboratorio. Las computadoras que están fuera de las aulas están disponibles en las áreas de Acceso Libre (Open Access Areas), en la Biblioteca, Laboratorio de Matemáticas (Math Lab) cuarto 105B, y 105A. Para más información, comuníquese con el Centro Para El Desarrollo De Niños al 233-4200.

El Centro Para La Orientación de Profesiones
El Centro Para La Orientación de Profesiones (Career Center) ofrece un servicio de orientación a los estudiantes que están considerando sus carreras. Los servicios de CARE incluyen: asesoramiento, presentaciones especiales, materiales para la escuela, donaciones en efectivo, donaciones de transporte y más. Para más información, favor de llamar al (310) 233-4211. EL USO DEL INTERNET: las Reglas Sobre El Uso Del Internet están anunciadas en cada laboratorio. El LACCD y LAHC prohibe el uso del equipo del colegio para visitar lugares en el internet que contengan material obsceno o inapropiado. Los estudiantes que ignoren estas reglas, serán disciplinados.
La Enseñanza Cooperativa (Cooperative Education)
Ganese crédito en el colegio por trabajar. Venga al Centro para El Colocamiento Laboral y el Entrenamiento. (Job Placement and Training Center), Technology Building, Room 121 para obtener detalles. Para información adicional, llame al 233-4446 o 233-4447.

Los Servicios de Asesoramiento
El grupo de consejeros (as) ayudan a los estudiantes a definir sus objetivos y a planear cómo lograrlos. Los consejeros están disponibles durante todo el año para asistir a los estudiantes continuos y a los nuevos solicitantes a planear su programa colegial de estudio. Los nuevos estudiantes deben solicitar el asesoramiento antes de matricularse. Los consejeros están disponibles durante el semestre por medio de citas, el lunes – jueves, de 8:00 a.m. – 8:00 p.m. y los viernes de 8:00 a.m. – 4:00 p.m. Ellos pueden ayudar con la planificación del programa, la información vocacional o de profesión o, con problemas personales o los relacionados al colegio. Para información adicional, llame al 233-4230 o email fishergo@lahc.edu.

La Enseñanza para el Desarrollo/elas Habilidades Básicas
Por medio de la orientación y los procedimientos de la evaluación, el Colegio reconoce que los estudiantes no todo el tiempo han desarrollado las habilidades básicas y adecuadas necesarias para tener éxito en sus estudios de colegio. Para ayudar a los estudiantes que podrían beneficiar de una instrucción sobre las habilidades básicas y asegurar su éxito en los cursos de nivel colegial, el Colegio ofrece un programa de clases que ayudan a los estudiantes con el desarrollo de las habilidades en la lectura, en la escritura, en el escuchar, en las matemáticas y en las habilidades de estudio y los hábitos. Para información adicional, llame al 233-4230 o 233-4226 y lea el Horario de Clases.

Los Programas y los Servicios para los Estudiantes Incapacitados
(Vea los Programas y los Servicios Especiales)
Los Programas y los Servicios de Extended Opportunity
El EOP & S es un programa financiado por el estado, diseñado para reclutar y retener a los estudiantes que tienen una desventaja en la enseñanza y económica. El programa provee servicios que van más allá de los que se ofrecen por medio de la asistencia financiera, la enseñanza particular, el asesoramiento y otros servicios que el colegio ofrece a los estudiantes que no tienen literacia. Para calificar para estos servicios, el(a) estudiante tiene que mostrar su situación económica baja, teniendo una llanada “Free Application For Federal Student Aid” (FAFSA) de medio de la Oficina de Asistencia Financiera y deben cumplir el criterio de elegibilidad bajo método A, B, del Board of Governors Fee Waiver (BOGW) o método C con un promedio de cero contribución por familia (Zero Estimated Family Contribution-ECF). El Programa de Honor (requiere un promedio académico –GPA– de 3.5). Chapman University, La Sierra University, UCSC, UCSC, CSUF, Pitzer College, Pomona College, Chapman University, Occidental College, Loyola University y La Sierra University. La intención es servir a los estudiantes que están interesados en un currículum estimulante diseñado para prepararlos para la transferencia. Los estudiantes que completan el currículum de honor y la preparación para su especialidad (con por lo menos un promedio académico GPA, de 3.1) recibirán: 1. Admisión garantizada y con prioridad a la Facultad de Letras y Ciencias de UCLA (los estudiantes que están interesados en las especialidades de las Bellas Artes y la Ingeniería en UCLA también pueden participar en el HTP y se les darán consideración especial por UCLA cuando soliciten) y también a UCSC, UCR y UCI. 2. Consideración con prioridad dada por Pomona College (requiere un promedio académico –GPA– de 3.5). Chapman University, La Sierra University, Occidental College (requiere un promedio académico-GPA- de 3.25) y Pitzer College (requiere un promedio académico-GPA- de 3.5).

Whitman College y Pacific University proveen becas. CSULB, CSUF, San Diego State, La Sierra University, Chapman, CSUF, UCLA, UCI, UCR y UCD ofrecen admisión a los Programas de Honor Universitarios (University Honors Programs) Los Requisitos del Programa de Honor Completar la preparación relacionada a la especialización Completar 6 cursos de honor Completar el currículum de "lower division" o del IGTC Completar un promedio académico mínimo de 3.1 o más alto, tal como lo requieren las instituciones de transferencias.
Este programa también es beneficioso para estudiantes que planean transferirse a cualquier otra institución de cuatro años. Los estudiantes que califican pueden elegir en tomar cursos de Honor sin estar en el Programa de Honor. Los estudiantes que estén interesados deben ponerse en contacto con el(a) consejero(a) del Programa de Honor al 310-233-4038 para determinar la elegibilidad relacionada a la matriculación.

Información en Español
El Programa para los Estudiantes Internacionales (ISO)

La Oficina Para Estudiantes Internacionales ayuda a estudiantes internacionales a completar el proceso de las solicitudes del colegio y de la visa y le ofrece ayuda continua al estudiante al llegar al campus para que él/ella estudiante pueda completar su programa de estudio exitosamente. Como parte de este esfuerzo, el ISO crea materiales que describen los programas y servicios del colegio que el ISO les provee a los estudiantes internacionales que viven en EEUU y en el extranjero.

El ISO examina las solicitudes según el criterio establecido por el colegio y los servicios de ciudadanía estadounidense y de inmigración (USCIS) y provee información cultural e información que está de acuerdo con la visa igual que el respaldo por el esfuerzo del colegio de internacionalizar el campus al promover la comunicación entre sus estudiantes internacionales y americanos. Además, el ISO provee asesoramiento sobre asuntos académicos y personales relacionados a la cultura, les provee referencias a los estudiantes internacionales con necesidades específicas para obtener servicios del campus y provee asistencia en localizar vivienda para los estudiantes que están por llegar. Para información adicional, llame al número (310) 233-4111, mande un correo electrónico a isgydp@lahc.edu, o revise la página de ISO en el sitio del Web del colegio: www.lahc.edu/studyinlosangeles.

El Centro de Asistencia para el Aprendizaje (Learning Assistance Center)

El centro de Asistencia Para El Aprendizaje provee programas que se ajustan al propio paso de uno y respaldan los programas regulares de la enseñanza. Por una variedad de medios—computadoras, audio, video—los estudiantes pueden participar activamente en los distintos modos de aprendizaje a su propio paso. Los programas están disponibles en matemáticas, inglés, inglés como segunda lengua (ESL), contabilidad, lenguas extranjeras, habilidades relacionadas al estudio y a otras asignaturas. Un catálogo completo describe lo que está disponible para uno usar en el LAC. El LAC también contiene el Centro Para el Alfabetismo (Literacy Center), los laboratorios de matemáticas y de escritura.

Los estudiantes matriculados en estos laboratorios y programas especiales tienen que inscribirse al entrar y al salir (por medio de la computadora) que está en el mostrador del LAC para obtener las horas de TBA obligatorias para recibir crédito por el programa. Los programas de video de ITV están en el archivo del LAC. Para hacer citas y más información, llame al (310) 233-4149.

Los Servicios Legales

El Associated student Organization (ASO) de Harbor College hace contratos anuales con empresas para proveer servicios legales a los estudiantes. Los estudiantes y los empleados que pagan la cuota de ingreso son elegibles para recibir este servicio importante sin ningún costo adicional. Para información adicional o, para hacer una cita con un abogado, llame al 233-4594.

La Biblioteca

La Biblioteca Baxter de Los Angeles Harbor College provee libros, publicaciones periódicas, periódicos, materiales de referencia y una base de información computarizada y electrónica que respalda el programa de estudio del colegio y la búsqueda de las metas de instrucción de los estudiantes. Los(as) profesores(as) pueden poner lecturas obligatorias del curso en reserva en el mostrador donde inscriben a los estudiantes. Los(as) profesores(as) también pueden pedir orientaciones generales u orientaciones especializadas para sus clases. Un(a) bibliotecario(a) siempre está disponible para ayudar con preguntas básicas o investigaciones, y para ofrecer instrucciones sobre el uso de la biblioteca y la búsqueda de impresos. Los estudiantes que están matriculados actualmente pueden tener acceso al Internet en el laboratorio de computadoras de la biblioteca y a computación inalámbrica en cualquier parte de la biblioteca. Se requiere una identificación del colegio para pedir prestado materiales de la biblioteca. Los espacios individuales y grupos están disponibles en ambos niveles de la biblioteca y las máquinas de fotocopias están ubicadas en el nivel principal.

Durante los meses del otoño y de la primavera, la biblioteca está abierta de lunes – jueves de las 8:00 a.m. hasta las 7:30 p.m. Los viernes de las 8:00 a.m. hasta las 2:00 p.m. y los sábados de las 9:00 a.m. hasta las 3:00 p.m. Durante el verano y el invierno, las horas serán anunciadas. Para información adicional, llame al (310) 233-4480 o visite las páginas de Internet www.lahc.edu/library

El Centro de habilidades de la vida (Life Skills Center)

El life skills center fue establecido para proveer intervención de crisis y de referencia comunitaria para los estudiantes de LAHC que estén pasando por alguna crisis personal o de vida; y para promover la salud mental positiva del plantel y de la comunidad mediante talleres , seminarios de habilidades, y oradores invitados expertos en una variedad de materias. Los servicios están disponibles de lunes a jueves de 8:00am–4:00pm y viernes de 8:00am-4:00pm. Servicios para personas en el programa: Lunes 8:00am-12:00 y viernes 10:00am-12:00pm. localizado en el Health Center Cafe 110, el life skills center tiene estudiantes de psicología avanzados y esta supervisado por un psicólogo clonico licenciado. Para mas información, llamar al (310)233-4585.

La Matriculación

La matriculación es un proceso que lleva al colegio a que el estudiante se matricule para recibir credito a un acuerdo con el propietario de las metas educacionales del estudiante mediante los programas, reglas y requisitos del colegio.

El colegio provee un proceso de admisión, orientación al colegio y sus programas; asesoramiento; consejería y citas de evaluación sobre el progreso de los estudiantes. Estos servicios están disponibles para todos los estudiantes que son admitidos al colegio a. Estos servicios son disponibles para todos los estudiantes que son admitidos al colegio. En el tiempo que aplican, todos los estudiantes son clasificados como exentos o no exentos de algunos de los componentes de matriculación. Estudiantes pueden ser exentos, dependiendo del componente de matriculación, al cumplir con cualquier del os siguientes criterios: 1) haber obtenido un associate degree o un título mas alto, 2) estar asistiendo a harbor solo para tomar clases recreativas o de desarrollo personal y no tener la intención de obtener un certificado o título, 3) estar tomando una o dos clases que se requieren para renovar un certificado y no tener la intencion de obtener un certificado o título, o 4) estar actualmente matriculado en otra escuela y planea tomar una o dos clases para recibir credito por ellas en la escuela principal. Los estudiantes que sometan resultados de exames de evaluación equivalentes a los que son usados en Harbor College pueden ser exentos de tener que tomar pruebas adicionales. Un(a) estudiante tambien puede ser exento si ya ha completado clases equivalentes de inglés o matemáticas en otro colegio o universidad. El estudiante debe traer evidencia a su consejero para comprobar la previa examinación o terminación de las materias tomadas. Es prohibido que el colegio use cualquier práctica de matriculación con el propietario de las metas educacionales del colegio.

El Estacionamiento

La administración del colegio le urge que use una de las áreas de estacionamiento que le pertenece al colegio. Los estacionamientos del colegio son patrocinados por la policía y están bajo la jurisdicción de LAHC. Los estudiantes y los empleados que se estacionen en una localidad que no esté bajo la jurisdicción de LAHC, lo hacen tomando su propio riesgo.

El consejo de los miembros de la directiva del Los Angeles Community College District, el Associated Student Body, los empleados o los agentes no son responsables por cualquier pérdida, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyiendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdida de propiedad, incluyiendo pero no limitándose al robo, daño o pérdida de propiedad, incluyiendo pero no limitándose al robo, daño o pérdida de propiedad, incluyiendo pero no limitándose al robo, daño o pérdida de propiedad, incluyiendo pero no limitándose al robo, daño o pérdida de propiedad, incluyiendo pero no limitándose al robo, daño o pérdida de propiedad, incluyiendo pero no limitándose al robo, daño o pérdida de propiedad, incluyendo pero no limitándose al robo, daño o pérdid
Las áreas de estacionamiento para los empleados son: A, B y H,J, adyacentes a Figueroa Place. Las entradas a las áreas A y B están cerca de Figueroa Place. La entrada a las áreas H y J están en dirección de la Calle “L”; el área K, ubicada al oeste del Edificio de Enfermería, y el área N, ubicada al este del Edificio de Educación Física.

Espacios de estacionamiento para estudiantes discapacitados están disponibles en las áreas B,E,G,H,Y y J.

ADVERTENCIA: Los estacionamientos que están enfrente del colegio en la parte norte de “L” Street no le pertenecen a LAHC y no son patrullados por la policía del colegio. El estacionamiento en el colegio solo se permite con el uso de un permiso. Los permisos de estacionamiento se compran la Oficina del(la) Cajero(a) (Cashier’s Office). Se venden permisos diarios para estacionarse en las áreas B y G y se pueden usar en cualquier área de estacionamiento donde solo se permite estacionarse estudiantes.

**La Oficina del Sheriff del Colegio**

La División del Sheriff de Harbor está disponible para asistir a los estudiantes, a los miembros de la facultad y a los(as) visitantes tal como se necesite. El Sheriff está ubicado en el edificio de educación física en la calle Figueroa Place, (310) 233-4618. Desde cualquier teléfono de paga dentro del colegio, marque “90” para comunicarse con la policía del colegio.

**Los Servicios y los Programas Especiales (Special Programs & Services)**

Los Angeles Harbor College opera bajo la premisa de que cada persona posee el derecho común a una oportunidad igual en cuanto a la instrucción. La oficina de “Special Programs and Services” se ha establecido para asistir a las personas con incapacidades físicas, sicológicas, las que tienen una incapacidad relacionada al aprendizaje que requieran asistencia especial en la búsqueda de la enseñanza. Los programas especiales como el Learning Disability Program (serviendo a los estudiantes con habilidades corrientes o los que tienen habilidades más allá de las corrientes y un Adaptive computer program (Hi-Tech Center) están disponibles. Los estudiantes pueden recibir servicios especiales como: el asesoramiento especial, la enseñanza particular, la asistencia con la mobilidad, lectores, personas para que le tomen apuntes, la asistencia con la matriculación, el estacionamiento especial y otros tal como se necesiten. La Oficina de los Programas y Servicios Especiales está ubicada en el Cafetería, cuarto 108, teléfono (310) 233-4620. Un estudiante que necesite acomodamiento pero no desea buscar asistencia de los servicios y programas especiales pueden hacer pedidos individuales comunicándose con las siguientes personas: Luis Rosas, Vicerrector, del departamento de Asuntos Académicos (Academic Affairs) para asuntos realacionados a las clases, las aulas y los laboratorios de instrucción; Abbie Patterson Vicerrector (Student Services) para asuntos realacionados a Servicios para los estudiantes, para asuntos relacionados al asesoramiento, la admisión y los expedientes académicos, la asistencia financiera y otras actividades relacionadas a los estudiantes; el Dr. Ann Tomlinson, V.P., Servicios Administrativos, para los asuntos relacionados al estacionamiento, el acceso, o los servicios de la oficina de negocios; Nina Malone, el Decano iterina encargada de los servicios relacionados a los estudiantes, para otros asuntos en cuanto a la condescendencia. Se puede conseguir asistencia comunicándose con Deborah Tull, Coordinadora de los programas y servicios especiales si otro tipo de asesoramiento o información se requiere.

**La Orientación para los Estudiantes**

A los estudiantes que se van a matricular para asistir a Harbor College por primera vez, se les aconseja que participen en la orientación. Se recomienda que uno(a) complete un curso de orientación tal como Personal Development 17; otras opciones están disponibles. Las actividades relacionadas a la orientación serán cubiertas inmediatamente después del la sección sobre la evaluación. A los estudiantes, se les aconseja que completen la orientación antes de su primer semestre o durante su primer semestre. Los estudiantes que han logrado un Associate Degree o uno más alto, podría ser exonerado de este requisito al mostrarle a un(a) consejero(a) una copia del expediente académico o del diploma o, una copia de su asistencia previa a la sección sobre la orientación. Para más información, llame al 233-4230 o 233-4070.

**El Gobierno y las Actividades Estudiantiles**

A todos los estudiantes en L.A. Harbor College se les aconseja y se invitan a participar en el gobierno del Associated Student Organization (ASO). Esto se hace por medio de la participación en el Senado o, como un oficial del ASO. Bajo los auspicios de la oficina de las actividades relacionadas a los estudiantes, el Associated Student Organization asume una cooperación para el desarrollo de las actividades relacionadas a los estudiantes y a la creación de un ambiente colegial que se base alrededor de las necesidades de los estudiantes. El ASO representa las necesidades y los intereses de los estudiantes por medio de la participación en el gobierno colegial. El enfoque del Gobierno estudiantil y de la Oficina de las Actividades Relacionadas a Los estudiantes, es proveer oportunidades para el desarrollo del liderazgo y una experiencia la en enseñanza balanceada.

**Los Servicios de Salud para los Estudiantes**

El propósito del Centro de Salud Estudiantil es contrubuir a las metas de instrucción y la matriculación de los estudiantes, promoviendo su bien estar físico y emocional. El Centro de Servicios de Salud Estudiantil. (Student Health Services) provee asesoramiento sobre la salud y educación, evaluación, los tratamientos y primeros auxilios, referencias a agencias publicas o privadas apropiadas y la diseminación de información en cuanto a la disposición de los servicios de salud. El Código de California de Educación, secciones 72244 y 72246, autoriza la colección de la cuota relacionada a los servicios de salud estudiante. La cuota es de $11.00 por semestre y $8.00 durante las sesiones del verano. Esos individuos que dependen exclusivamente en el rezo para el proceso de sanar que están de acuerdo con la enseñanza de una secta religiosa genuina, pueden pedir que sean exonerados de tener que pagar la cuota por medio de la Oficina de la Decana Asociada de los Servicios Estudiantiles (Seahawk Center). Para información adicional, llame al (310) 233-4651.

**Las Tarjetas de Indentificación de los Estudiantes**

A todo los estudiantes se les requiere que tengan una tarjeta de identificación de alumno. Actualmente, la tarjeta se puede obtener en el área de la Matriculación en el Edificio de la Administración durante el momento en que se matricule o, en la Oficina de las Actividades Relacionadas a los Estudiantes (Student Activities Office) en el segundo piso del Seahawk Center al completar su matriculación. Los estudiantes tienen que tener una identificación que muestre una foto para poder usar muchos de los Laboratorios en el colegio. El costo de la tarjeta de identificación es $7.00. Al comprar la tarjeta, los estudiantes también tendrán los mismos privilegios del ASO. Usted tenga que pagar una cuota de $3.00 por tarjetas dañadas o perdidas.

**La Enseñanza Particular**

La enseñanza particular está disponible para individuos o grupos de individuos en la mayoría de las materias. La enseñanza particular se efectúa en el Centro de Asistencia Con el Aprendizaje (Learning Assistance Center). Las solicitudes (“Request for Tutoring”) se pueden obtener en el mostrador para sacar materiales (Check out Counter) en el LAC. Sería útil si los estudiantes formaran sus propios grupos (de 2 o 3) directamente de la clase en la cual la asistencia con con la enseñanza se ha pedido. Después de que un grupo se haya identificado y un tiempo conveniente se haya arreglado de acuerdo con el horario del maestro particular, la enseñanza podrá empezar por medio de citas. La enseñanza particular puede estar disponible durante varias horas en el Laboratorio en matemáticas y en el Laboratorio de la escritura. (Esto depende de la disposición de los maestros particulares). Advertencia: los estudiantes que han declarado su especialización y o han declarado sus objetivos relacionados a la instrucción, recibirán la prioridad para la enseñanza particular.

**El Centro para la Transferencia a Escuelas (Transfer Center)**

El Centro para la Transferencia a Escuelas de Los Angeles Harbor College ayuda a los estudiantes a hacer una transición sin problemas de Harbor a una institución de cuatro años y a explorar las carreras de estudios que están disponibles. El Centro para la Transferencia a Escuelas contiene una colección de catálogos de colegios e información sobre carreras profesionales. A los estudiantes que estén interesados en reunirse con un(a) representante de una Universidad local, se les aconseja que revisen el calendario para saber cuándo serán las próximas visitas. El Centro está ubicado en el edificio de administración 127 (Administration Building 127)
Los Servicios Para Los Veteranos
Las personas que planifican asistir a LAHC bajo una de las medidas de enseñanza para los veteranos, deben ir a la Oficina de los Veteranos en AD131 para obtener los papeles necesarios. Esto se debe hacer un mes antes del periodo de la matriculación para poder discutir cualquier problema relacionado a la matriculación, a la elegibilidad y a los pagos relacionados a los beneficios. La asistencia se verifica mensualmente. El veterano tiene que someter un expediente académico relacionado a sus estudios previos de nivel colegial. Para información adicional, llame al 233-4232.

El Centro Que Les Da La Bienvenida a Los Estudiantes (Welcome Center)
El Centro Que Les Da La Bienvenida a Los Estudiantes (Welcome Center) en Los Angeles Harbor College es un ejemplo del apoyo institucional que el colegio les provee a los nuevos estudiantes y a los que regresan. El Welcome Center es un lugar clave para que los nuevos estudiantes comiencen el proceso de matriculación. Además, les ofrece ayuda durante su primer año. El Welcome Center es una inversión, cuyo propósito es ayudar con el éxito estudiantil, retención y atraer a los estudiantes al proceso educativo. Alos estudiantes se les provee servicios académicos, de Outreach y de apoyo para ayudarlos desde el momento que tienen la solicitud hasta que se gradúan. Estamos ubicados en el edificio de Administración, Cuarto 133. Se pueden comunicar con nosotros llamando al número (310) 233-4327 o al (310) 233 4278 o, por correo electrónico a la dirección barkerrb@lahc.edu.

LAS CUOTAS DE LOS ESTUDIANTES Y LAS REGLAS SOBRE LOS REEMBOLSOS

Las Cuotas de La Matrícula
La cuota estándar es once dólares ($26) por unidad por semestre, sujeto a cambio del California Legislature. Los estudiantes que tengan preguntas relacionadas a las renuncias o sobre la elegibilidad de la asistencia financiera debe comunicarse con la Oficina de Asistencia Financiera (Financial Aid Office). Si se usa STEP, Student Telephone Enrollment Program, las cuotas se pueden pagar por teléfono con una tarjeta de crédito o enviando un cheque o un giro postal. Los pagos también se pueden hacer en persona en la Oficina del(de la) Cajero(a) (Cashiers Office), SHC101. Las cuotas están sujetas a cambiar. Los estudiantes tienen que cumplir con la fecha de fin de plazo relacionada al renuncio de las clases y tendrán que renunciar en persona o las cuotas se deberán. (Los (as)profesores (as) no pueden despedir a los estudiantes de las clases).

La Asistencia con la Cuota de la Matrícula
El colegio les ofrece asistencia con la cuota de la matrícula a los estudiantes que no pueden pagarla. Para obtener asistencia inmediata con la cuota de la matrícula, los estudiantes deben completar el formulario titulado California Community Colleges Board of Governors Enrollment Fee Waiver Attachment que está en este horario y traerlo a la Oficina de Asistencia Financiera (Financial Aid Office), cuarto AD131. El “Board of Governors Enrollment Fee Waiver” está disponible para los estudiantes cuyas familias reciben asistencia del AFDC, algunas formas de beneficios del Seguro Social o la Asistencia General (General Relief). También, está disponible para los estudiantes de familias con ingresos que caen dentro de los siguientes límites:1-$14,700 o menos. 2-$19,800 o menos. 3-$24,900 o menos. 4-$30,000 o menos. Añade $4,770 por cada miembro adicional de la familia. Además, los estudiantes que tienen necesidades financieras, tal como lo determina el “Free Application for Federal Student Aid” (FAFSA), son elegibles para la renuncia de la matrícula (el “Enrollment Fee Waiver”). Para información adicional, comuníquese con la Oficina de Asistencia Financiera (Financial Aid Office).

Las Reglas Relacionadas a los Reembolsos de las Cuotas de la Matrícula
Se puede pedir un reembolso por las clases que duran un semestre entero si uno renuncia de ella antes de la segunda semana de clases. Para las clases de corto plazo un reembolso entero es autorizado por las clases de las cuales uno renuncia durante el final de un periodo de un tiempo equivalente a 10% del tiempo total de la clase. De allí en el delante, no se autoriza ningún reembolso, excepto cuando una acción por el colegio para cancelar o reprogramar una clase obliga uno a renunciar de una clase. Las cuotas para las clases de las cuales uno renunció antes de la segunda semana serán aplicadas a las clases que se añaden simultaneamente. A los estudiantes se les aconseja enfáticamente que completen las transacciones de añadir y renunciar al mismo tiempo. Uno tiene que renunciar de las clases antes del o para el 15 de septiembre del 2008 para recibir un reembolso sobre la matrícula. Las formas para pedir los reembolsos tienen que completarse en la Oficina del(de la) Cajero(a)(Cashier’s Office). El 29 de septiembre del 2008 es el último día para pedir los reembolsos en la Oficina del(de la) Cajero(a) por las clases de las cuales uno renunció antes de o el 15 de septiembre del 2008. Los estudiantes tienen que retener su recibo de tarjeta de crédito y retomarlo para recibir los reembolsos en su tarjeta de crédito. Los reembolsos no se harán automáticamente hasta en el caso de que se cancelen las clases.

Las Quotas Relacionadas a los Servicios de la Salud
Hay una quota obligatoria de $11.00 para los servicios de salud que tiene que pagarse cuando se pagan las cuotas de la matrícula. Los estudiantes que sólo toman cursos de amnistía están exonerados de tener que pagar la quota. Todos los estudiantes que pagan la quota son elegibles para los servicios de salud del colegio. Los estudiantes que tienen todas su clases en localidades fuera del colegio podrían ser exonerados de tener que pagar la quota.

La Quota del Estacionamiento
Estacionarse en las áreas marcadas “Parking By Permit Only” será limitado a los vehículos que muestran un permiso válido. Los procedimientos sobre el permiso del estacionamiento y la información relacionada a la quota están disponibles en la Oficina del(de la) Cajero(a) (Cashier’s Office). Los estudiantes no pueden estacionarse en las áreas de estacionamiento de los empleados “STAFF lots”. Un permiso semestral o diario válido se necesita todo el tiempo, de lunes-sábado, de 12:00 a.m. hasta la medianoche. Los domingos, el estacionamiento es gratuito de 6 a.m. a 6 p.m. La cuota del estacionamiento para Otroño del 2005 es $ 20.00. Los estudiantes que pagan el ingreso al ASO cuando inicialmente obtienen su permiso de estacionamiento, pagan $17.00 dólares. Todas las peticiones para los reembolsos tienen que hacerse en la Oficina del(de la) Cajero(a). Los permisos de estacionamiento tienen que ser presentados en la Oficina del(de la) Cajero(a) (Cashier Office) para obtener un reembolso. El último día para obtener los reembolsos es el 19 de Septiembre del 2005.

La Cuota de la Matrícula para los Que No Son Residentes
El costo dela matrícula para los que no son residentes de California o los Estados Unidos durante el periodo del 2007-2008 es $159.00 por cada unidad semestral más la cuota estándar de matrícula de $26 sujeto a cambio del California Legislature. La matrícula para los que no son residentes de los Estados Unidos y los estudiantes con una Visa de F-1 es $169 por unidad semestral más $26 para una total de $195 por unidad semestral. (Los Estudiantes con Visas de F-1 están obligados a matricularse un mínimo de doce unidades en ambos semestres; en el de la primavera y en el de el otoño). Las cuotas serán que pagadas durante el momento de la matriculación y no más tarde que el final de la segunda semana del semestre. La quota está expuesta a cambios cada año académico. Los estudiantes F-1 visa tendrán que pagar $25 SEVIS cuota de proceso por semestre y se les requiere que compren seguro médico cada año. La cobertura es por siete meses y cuesta $70 por meses, pero está expuesta a cambios.

El Criterio para los Reembolsos de la Matrícula y el Horario para los Que No Son Residentes
Un(a) estudiante que no es residente y que renuncia formalmente de sus clases o de otra manera se separa de parte o de toda su matrícula, podría pedir un reembolso sobre la matrícula que pagó previamente. La fecha que se usa con el propósito de obtener reembolsos, es la fecha en la cual el dicho pedido es sometido en la Oficina De Admisión sin consideración alguna de cuándo la separación habrá ocurrido. Los pedidos para los reembolsos tienen que hacerse en persona en la Oficina del(de la) Cajero(a) (vea las fechas de fin de plazo relacionadas a los reembolsos de la quota de la matrícula). NINGÚN REEMBOLSO se hará por las clases de las cuales uno renunció después de la segunda semana de clases. Para las clases de corto plazo, ningún reembolso se hará después de haber completado 10% del semestre.
La Reglas Relacionadas al Uso de Cheques
Personales y Tarjetas de Crédito
Se aceptan las tarjetas de crédito (Sólo VISA, Master Card y Discovery) para pagar las cuotas relacionadas a la matrícula de los residentes y de los que no son residentes, para pagar el estacionamiento y la cuota del ASO. Los cheques de negocios no son aceptados. Se aceptan los cheques personales, excepto para pagar la matrícula de los que no son residentes. La dicha matrícula tiene que pagarse por medio de tarjeta de crédito, un cheque cajero, un giro postal o dinero en efectivo, si el pago no se recibe antes del comienzo de las clases. Los cheques personales tienen que estar impresas. Se requiere que en el cheque se escriba un número válido de una licencia de conducir o el de una tarjeta de identificación de California y el número de identificación del estudiante. Cualquier cuotas que estén atrasadas deben que pagarse con dinero en efectivo o con un cheque cajero. Las Cuotas Relacionadas a los Cheques Rechazados
Se cobra una cuota de $10.00 por cualquier cheque rechazado (por no tener fondos o por supender el pago). Se le pondrá una retención a los expedientes académicos hasta que uno cumpla con la obligación financiera. El (la) estudiante tiene que pagar la cuota relacionada al rechazo del cheque con dinero en efectivo o con un cheque cajero. El (la) estudiante tendrá 30 días desde el día que recibió la noticia, para evitar otras penalidades.

Los Materiales para la Instrucción
A los estudiantes se les podrán requerir que proveen materiales relacionados a la instrucción u otros materiales, que requieren de la "credito" y las de "no credit"(tal como papel para las clases de computadoras que requieren la impresión, ratones para las computadoras, etcétera.). Estos materiales continuarán teniendo valor para los estudiantes fuera de la clase y no estarán disponibles exclusivamente por medio del Distrito. Las cuotas de los materiales se pagan y son colectadas en la Librería de Los Angeles Harbor College.

Los Documentos Académicos o la Verificación de los Expedientes Académicos
Los primeros dos documentos o la verificación de los expedientes académicos de los estudiantes son gratuitos. Las copias adicionales se pueden ordenar por $3.00 por copia. Los estudiantes pueden pedir que les procesen los documentos o una verificación más rápido de lo normal pagando una cuota adicional de $7.00. Cualquier restricción en los expedientes del (de la) estudiante tiene que estar aclarada antes de que se procesen las copias de de los documentos.

La Cuota del ASO
La cuota de $7.00 por semestre les permite a los estudiantes el ingreso al Associated Student Organization. Los estudiantes pueden renunciar a esta cuota pero cada estudiante tiene que cumplir con la cuota del Associated Student Services de una de dos maneras: (1) pagar la cuota o, (2) someter una forma titulada "Surrender of Benefits". Si usted decide no pagar la cuota, tendrá que llenar la forma titulada "Surrender of Benefits" en la Oficina del(de la) Caja(o) en la Oficina de las Actividades Relacionadas a los Estudiantes, Student Activities ubicada en el Seahawk Center. Usted tendrá que someter esta forma en persona. La información relacionada a los servicios adicionales por ingresar en el ASO están disponibles en la Oficina de Las Actividades de Los Estudiantes, ubicada en el Seahawk Center. Todos los miembros del ASO recibirán una identificación mostrando un foto. Se cobrará $3.00 por las tarjetas dañadas o perdidas.

La Cuota Relacionada a La Representación de Los Estudiantes
Hay una cuota obligatoria de $1.00 para la representación de los estudiantes que se usa de una variedad de maneras en la representación de los intereses y de las perspectivas de los estudiantes en el proceso legislativo. Esto incluye el entrenamiento y la interacción con los legisladores y los cuerpos legislativos. Un(a) estudiante que no quiera pagar esta cuota, por razones religiosas, políticas o financieras, tiene que indicarlo de manera específica al firmar una renuncia que está disponible en la oficina del cajero(a)(Cashier’s Office).

Las Reglas Del Estacionamiento De LAHC
Debido a la preocupación que expresamos para que los estudiantes y los empleados no estacionen en los estacionamientos en los Angeles Harbor College A Todas Horas de lunes-sábado de 12 a.m. a la medianoche. Los permisos de estacionamiento deben comprarse cada semestre durante el tiempo de la matriculación. Además de los carros, esta norma se aplica a las bicicletas, a las patinetas motorizadas y a los ciclómetros.

- Estacionamiento gratuito está disponible solamente los domingos de 6 a.m. a 6 p.m. En el área de estacionamiento B, ubicada al sur del Edificio de la Administración y en el área de estacionamiento G, ubicado al oeste del edificio de Teatro, se venden permisos diarios de estacionamiento por $1. Un permiso diario, le permite a uno estacionarse en cualquier de los estacionamientos de los estudiantes. El permiso diario debe ser visible con la estampa hacia arriba.

- Las áreas de estacionamiento de los estudiantes son: 2, 4, 6, 7, 8 (vea el mapa impreso dentro de la última página). Los lugares de estacionamiento de los empleados son: 1, 2, 3, 15; vea el mapa impreso dentro de la última página. No se permite que los estudiantes se estacionen en CUALQUIERA de los estacionamientos de los empleados, excepto en B donde se permite estacionarse bajo la disposición de espacios y una cuota que se paga una sola vez.

- Los estudiantes incapacitados pueden ponerse de acuerdo para estacionarse en las áreas de estacionamiento de los empleados (Staff Lots) si su circunstancia especial requiere esto. Vea a los empleados de Special Programs and Services en la Cafetería, quarto 108.

- Los permisos de estacionamiento o las calcomanías de los estudiantes tienen que ser montados (as) dentro del parabrisas abajo a la izquierda. El permiso TIENE QUE estar fijo al parabrisas para evitar una multa si está estacionado (a) en LAHC. Las motocicletas, las patinetas motorizadas y los ciclomotores deben de exhibir el permiso de estacionamiento de la calcomanía de manera notable en la horquilla del frente del vehículo.

- Los estudiantes que compran un permiso para un vehículo de cuatro ruedas se les entregará un permiso hecho de vinil. Este permiso se puede transferir fácilmente de un carro a otro.

- Los permisos de estacionamientos/fijas calcomanías de los estudiantes NO autorizan a uno a estacionarse en los estacionamientos de los empleados o en otras áreas recervadas. Los vehículos estacionados en estas áreas serán multados, a menos que tengan un permiso diario corriente DESIGNADOLE permiso para estacionarse en un área específica entregado por la oficina de la policía del colegio. Un permiso verbal o por escrito que se le dé a un(a) estudiante o a otro visitante del colegio para estacionarse, NO ES RECONOCIDO COMO VÁLIDO, a menos que se acredite por la oficina de la policía del colegio y el permiso apropiado se obtenga.

- La velocidad máxima en las áreas de estacionamiento y en todas las carreteras del colegio es 10 millas por hora.

- Si usted piensa que ha recibido una multa relacionada al estacionamiento por equivocación, hay un proceso administrativo de apelación. Usted tiene 21 días desde el día de la multa o, 10 días desde el primer aviso de su atraso en pagar la multa, para pagar la multa o pedir un reviso administrativo. Las formas para los revisos se pueden obtener del Edificio de la Policía del Colegio, ubicada cerca del área de estacionamiento H (cerca de los Edificios de Música, Ciencia y Astronomía).

- Los Angeles Harbor College ni el Los Angeles Community College District se hace responsable por los daños a cualquier vehículo, por el robo de su contenido, lesiones a personas operando un vehículo o, daños a los carros estacionados en el colegio o fuera del colegio, a menos que esté obligado bajo los Códigos del Gobierno 810-966.6.

- El folleto de Los Angeles Harbor College sobre las regulaciones relacionadas al tráfico y al estacionamiento está disponible en el Escritorio de Información, en la Oficina de Admisión, la Oficina de Asistencia Financiera, la Oficina de ASO, la Oficina del(de la)Cajero(a) (Cashier’s Office) y en el departamento de Policía del Colegio.
### Faculty Directory

#### Business Division

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<tr>
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<td>Adell Shay</td>
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#### Communications Division

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<td>Saray A. Olivares</td>
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<td>Osamu A. Waka, Ed.D.</td>
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#### Counseling Division

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<td>Paul Grady</td>
<td>AD 108</td>
<td>4111</td>
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</table>

#### Special Programs & Services

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Deborah Tull, Ph.D.</td>
<td>CAFE 108</td>
<td>4621</td>
</tr>
<tr>
<td>Amaryllies Hall</td>
<td>CAFE 108</td>
<td>4536</td>
</tr>
<tr>
<td>Sue Steele</td>
<td>CAFE 108</td>
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#### GAIN Program

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<tr>
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<tbody>
<tr>
<td>Juanita Narango</td>
<td>OV 2</td>
<td>4447</td>
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#### Job Placement & Training Center

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<tr>
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#### Life Skills Center

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Bonnie Burstein, Ph.D.</td>
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#### Learning Assistance Center

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Sally Fastoe</td>
<td>LAC 114</td>
<td>4240</td>
</tr>
<tr>
<td>Laurie Roberts</td>
<td>LAC</td>
<td>4249</td>
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#### Social and Behavioral Sciences Division

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Bradley Young</td>
<td>Bung 3</td>
<td>4066</td>
</tr>
<tr>
<td>Yvette Parra</td>
<td>Bung 3</td>
<td>4065</td>
</tr>
<tr>
<td>Michael Agopian, Ph.D.</td>
<td>GC 203</td>
<td>4156</td>
</tr>
<tr>
<td>Ellen Joiner, Ph.D.</td>
<td>GC 205</td>
<td>4582</td>
</tr>
<tr>
<td>Sally Fastoe</td>
<td>LRC 116</td>
<td>4626</td>
</tr>
<tr>
<td>William Loitam, Ph.D.</td>
<td>GC 201</td>
<td>4538</td>
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<tr>
<td>Gary Miller, Ph.D.</td>
<td>GC 211C</td>
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<tr>
<td>Elena Reigadas, Ph.D.</td>
<td>GC 205</td>
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<tr>
<td>Janice H. Sandell</td>
<td>GC 205</td>
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<tr>
<td>Harv Siegel</td>
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<tr>
<td>James Stanbery</td>
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<tr>
<td>R. David Weber, Ph.D.</td>
<td>GC 201</td>
<td>4586</td>
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</table>

*PACE Instructor
Can’t find it in the schedule?
If you can’t find the course you’re looking for in the Harbor College credit schedule, try the LAHC EXTENSION catalog of non-credit courses.

Career and Entrepreneurial Programs
- Medical Insurance Billing and Claims Administration
- Marketable computer application skills
- Certificate Courses
- Workshops and seminars to enhance your value in the job market
- Pharmacy Technician Training

Multicultural Programs
Enjoy the wealth of knowledge and beauty offered by rich multicultural environments.
- Spanish languages
- Argentine and Salsa & Latin Dancing
- Japanese Watercolor and Brush Painting

Personal Development
- Kickboxing & Self Defense
- Golf
- Tennis
- Yoga
- CPR & First Aid
- No-Fee Continuing Education Courses
- ESL
- Art
- Step Aerobics

College for Kids (ages 4-14)
During the academic year we offer after-school and Saturday Semi-Private Tutoring classes. During the Summer we offer a 5-week session with a variety of classes.
- Study Skills
- Basic Math & Algebra
- Reading & Vocabulary
- Computer Classes
- Drawing, Painting, Creative Writing, Acting, Aerobics, Piano, and more...

Traffic School
Keep your insurance rates down by enrolling in:
- 8 hour DMV approved Traffic Violators School offered each month during evenings and on weekends
- Classes offered in English & Spanish

The Extension Program now offers Typing Test Certification

Pick up an Extension catalog on campus, at a local library, or request one by phone, then choose one of these easy ways to enroll...

MAIL: Send a personal or business check, money order, or credit card number along with your registration information

PHONE: Call us and register by phone with a Visa, MasterCard, or Discover card number at 310-233-4450

FAX: Using your credit card number, Fax us your registration form to 310-233-4686

INTERNET: Using your credit card number, email your registration information to aguilerp@lahc.edu or visit our web page at www.lahc.edu

WALK-IN: Simply come in to our office located between the Art Building and Parking lot D, in Bungalow 16.

The Los Angeles Harbor College Extension Program
Over 200 non-credit courses for adults and children every semester, and we’re right here on campus!
# ACADEMIC PLANNING WORKSHEET

Use this worksheet to plan your academic career at Harbor College and for each semester attended. Bring this sheet along when visiting a counselor. To calculate your GPA: each letter grade is assigned a point value, A=4, B=3, C=2, D=1, F=0, CR & NC are not counted toward the calculation of your GPA. Additionally, each class you attempt has a unit value, multiply that unit value by the point value above. Add the total point values for each grade earned in the semester and divide the sum by the total number of units attempted. For example, If a student took 3-3unit classes and received an A, B and D, then \((4\times3)+(3\times3)+(1\times3)=24\), then \(24/9=2.67\). For more information see page 30.

**Semester:** ____________  **Year:** ________

<table>
<thead>
<tr>
<th>Subject</th>
<th>Subject #</th>
<th>Units</th>
<th>Grade Earned</th>
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<td>5.</td>
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| 6.      |           |       |              | GPA: ______

**Semester:** ____________  **Year:** ________

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| 6.      |           |       |              | GPA: ______

**Semester:** ____________  **Year:** ________

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<tr>
<td>4.</td>
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<tr>
<td>5.</td>
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</tr>
</tbody>
</table>
| 6.      |           |       |              | GPA: ______

www.lahe.edu
Buildings:
AC Assessment Center
AD Administration
AST Astronomy
B Bungalows
BU Business
CA Cafeteria
CDC Child Development Center
CV Classroom Village
DS Drama/Speech
FA Fine Arts
GC General Classrooms
LA Liberal Arts
LAC Learning Assistance Center
LRC Learning Resources Center
MU Music
NU Nursing
S Sheriff
OV Office Village
PE Physical Education
PH Physics
SCI Science
SHC Seahawk Center
T TECH (Technology)
TR Temporary Trailers
U Unified
Z Facilities, Maintenance & Ops

Student Parking Lots: 4, 6, 7, 8
Staff Only Parking Lots: 1, 2, 3 (see map for additional staff parking not listed)

Guest/Visitor all day paid parking: Any student parking lot with $1 paid permit from parking permit machines. Visitor (limited time) parking without permit is available in "Green" marked stalls in some student parking lots.

Parking Questions?
Visit the Police in the Sheriff Bldg. (visitor parking for the Police is available in Lot 2) or call them at (310) 233-4618.
# NEW SECTIONS -SUMMER 2008

## SESSION I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARCHITECTURE 160</td>
<td>3.00 Units</td>
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<tr>
<td>COMPUTERS FOR DESIGNERS (CSU) (RPT 3)</td>
<td>3.00 Units</td>
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</tr>
<tr>
<td>PHYSICAL EDUCATION 225</td>
<td>1.00 Units</td>
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<tr>
<td>YOGA SKILLS (UC:CSU) (RPT 3)</td>
<td>1.00 Units</td>
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<tr>
<td>PHYSICAL EDUCATION 440</td>
<td>1.00 Units</td>
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### Session I Courses

- **ARCHITECTURE 160**
  - Lec: 11:00am - 12:10pm MTWTh
  - Lab: 12:25pm - 5:45pm MTWTh
  - Instructor: M. SONG

- **COMPUTERS FOR DESIGNERS (CSU) (RPT 3)**
  - Lec: 11:10 - 12:35pm TTh
  - Lab: TBA

- **PHYSICAL EDUCATION 225**
  - Lab: 6:30 - 8:30pm TTh
  - Instructor: N.C. OMABOE

- **PHYSICAL EDUCATION 440**
  - Lab: 11:10 - 2:20pm MTWTh
  - Instructor: S. KOSTICH

- **PHYSICAL EDUCATION 225**
  - Lab: 6:30 - 8:30pm TTh
  - Instructor: N.C. OMABOE

### Session II Courses

- **ARCHITECTURE 170**
  - Lec: 8:30am - 12:00pm MTWTh
  - Instructor: O.A. WAKITA

- **ART 201**
  - Lec: 3:00 - 5:05pm MW

- **HISTORY 011**
  - Lec: 8:00 - 10:25am MTWTh

- **SPEECH 101**
  - Lec: 1:00 - 3:05pm MTWTh

- **OUTREACH**
  - HEALTH 011
    - 3.00 Units

- **ARCHITECTURE 101**
  - Lec: 11:10 - 11:40am M W
  - Lab: 11:40 - 2:20pm M W

- **BUSINESS 001**
  - Lec: 3:00 - 5:05pm MW

- **CHILD DEVELOPMENT 010**
  - Lec: 9:00 - 11:30am M W

- **CHILD DEVELOPMENT 011**
  - Lec: 9:00 - 10:30am MW

- **CHILD DEVELOPMENT 046**
  - Lec: 9:00 - 10:30am MW

- **DRAFTING 054**
  - Lec: 6:00 - 9:00pm MW

- **ENGINEERING, GENERAL 243**
  - Lec: 6:00 - 9:00pm MW

- **ENGLISH 208**
  - Lec: 11:10 - 2:20pm MW

- **FRENCH 001**
  - Lec: 3:00 - 6:pm TTh

### Session III Courses

- **OUTREACH**
  - HEALTH 011

### Session IV Courses

- **ARCHITECTURE 101**
  - Lec: 11:10 - 11:40am M W
  - Lab: 11:40 - 2:20pm M W

- **BUSINESS 001**
  - Lec: 3:00 - 5:05pm MW

- **CHILD DEVELOPMENT 010**
  - Lec: 9:00 - 11:30am M W

- **CHILD DEVELOPMENT 011**
  - Lec: 9:00 - 10:30am MW

- **CHILD DEVELOPMENT 046**
  - Lec: 9:00 - 10:30am MW

- **DRAFTING 054**
  - Lec: 6:00 - 9:00pm MW

- **ENGINEERING, GENERAL 243**
  - Lec: 6:00 - 9:00pm MW

- **ENGLISH 208**
  - Lec: 11:10 - 2:20pm MW

- **FRENCH 001**
  - Lec: 3:00 - 6:pm TTh

### Session V Courses

- **OUTREACH**
  - HEALTH 011

### Session VI Courses

- **ARCHITECTURE 101**
  - Lec: 11:10 - 11:40am M W
  - Lab: 11:40 - 2:20pm M W

- **BUSINESS 001**
  - Lec: 3:00 - 5:05pm MW

- **CHILD DEVELOPMENT 010**
  - Lec: 9:00 - 11:30am M W

- **CHILD DEVELOPMENT 011**
  - Lec: 9:00 - 10:30am MW

- **CHILD DEVELOPMENT 046**
  - Lec: 9:00 - 10:30am MW

- **DRAFTING 054**
  - Lec: 6:00 - 9:00pm MW

- **ENGINEERING, GENERAL 243**
  - Lec: 6:00 - 9:00pm MW

- **ENGLISH 208**
  - Lec: 11:10 - 2:20pm MW

- **FRENCH 001**
  - Lec: 3:00 - 6:pm TTh

*NEW SECTIONS FOR FALL 2008 continue on next page*
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Units</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Time/Location</th>
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<tr>
<td>HISTORY 012</td>
<td>3.00</td>
<td>POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU)</td>
<td>-</td>
<td>TBA, T.E. JOINER, INTERNET</td>
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<tr>
<td>MATHEMATICS 265</td>
<td>5.00</td>
<td>CALCULUS WITH ANALYTIC GEOMETRY I (UC:CSU)</td>
<td>Mathematics 240 and 260 or equivalents.</td>
<td>1:30 - 4:30pm TTh, STAFF, Port of LA H.S.</td>
</tr>
<tr>
<td>MATHEMATICS 266</td>
<td>5.00</td>
<td>CALCULUS WITH ANALYTIC GEOMETRY II (UC:CSU)</td>
<td>Mathematics 265 with a grade of “C” or better.</td>
<td>10:00 - 3:05pm F, H. SHARIIFIAN, CV 3</td>
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<tr>
<td>PHYSICS 011</td>
<td>4.00</td>
<td>INTRODUCTORY PHYSICS (UC:CSU)</td>
<td>A grade of “C” or better in Mathematics 123C or equivalent. This course is not open for credit to students who have credit in Physics 6.</td>
<td>1:30 - 3:10pm MW, STAFF, Port of LA H.S.</td>
</tr>
<tr>
<td>SPEECH 101</td>
<td>3.00</td>
<td>ORAL COMMUNICATION I (UC:CSU)</td>
<td>-</td>
<td>1:00 - 3:00pm MW, STAFF, Avalon H.S.</td>
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