

# About This Catalog

## Welcome to the Shoreline Community College Online Catalog

In this catalog you can find information about Shoreline's academic programs, degrees, certificates, and courses. The dynamic online format is designed to help you find the information you need to help you attain your educational goals at Shoreline.

Use the navigation menu on the left to access different sections of the catalog.

Course descriptions are in alphabetical order by course number and can be searched. Any time a course is listed in the catalog, you can click the course name to read more about the course and when it is typically offered.

All program options are listed by area of study as well as by degree and certificate type. For any selected program option, click the Print Degree Planner icon in the top right-hand corner for a formatted, printable version of information on that page.

You can also take advantage of the **My Program Planner** tool located at the bottom of the navigation menu. With the Program Planner, program options, degrees, certificates, and course information can be saved for later review. Use the Star icon to save items to the Program Planner.

In addition to a complete listing of Shoreline's academic offerings, this catalog provides a guide to resources available to student in the following sections:

Student Services

Other College Services

## About this Catalog

This publication is available in alternate formats by contacting Student Accessibility Services at (206) 546-4545 or (206) 546-4520 (TTY).

Every effort has been made to assure the accuracy of the information contained in this catalog. Students are advised, however, that such information is subject to change without notice, and advisors should, therefore, be consulted on a regular basis for current information. The College and its divisions reserve the right at any time to make changes in any regulations or requirements governing instruction in and graduation from the College and its various divisions. Changes shall take effect whenever the proper authorities determine and shall apply not only to prospective students but also to those who are currently enrolled at the College. Except as other conditions permit, the College will make every reasonable effort to ensure that students currently enrolled in programs and making normal progress toward completion of any requirements will have the opportunity to complete any program which is to be discontinued.

**LIMITATION OF LIABILITY:** The College's total liability for claims arising from a contractual relationship with the student in any way related to classes or programs shall be limited to the tuition and expenses paid by the student to the College for those classes or programs. In no event shall the College be liable for any special, indirect, incidental, or consequential damages, including but not limited to loss of earnings or profits.

### DISCLAIMER

The College reserves the option to amend, modify, or revise any provision of this catalog for the following reasons, including but not limited to:

1. A lack of funds to operate a program or course;
2. Unavailability of instructors;
3. A change in administrative or Board of Trustees' policy; or
4. A change in the laws, rules, or regulations of the state of Washington that govern the operation of community colleges.

Shoreline Community College does not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollments or financial aid to any persons or entities engaged in any student recruiting or admission activities or in making decisions regarding the award of student financial assistance.

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# Message from the President

**"Welcome to Shoreline Community College!"**

I love being able to say that, because Shoreline is exactly the place I want to be and I hope it will be for you, too.

One of the reasons I sought out Shoreline is the college vision statement. It says, "We are recognized for inclusive excellence in teaching and learning, student success, and community engagement." I wanted to be part of a place that shouts out, "We will be the best for our students and community!"

**How does a college become recognized for excellence?**

Through its students. And that means we want to come alongside you to be your very best!

First and foremost, Shoreline is about student success. Shoreline has a reputation for academic excellence. That reputation has been earned by creating the environment and providing the support students need to do their best work. My experiences at Shoreline have confirmed that I am part of a learning organization that is focused on helping students finish what they start.

**I know that Shoreline students come from all walks of life, so let me tell you a little about how I got here.**

I am the youngest of four children, born to two high-school valedictorians and college graduates who instilled the value of education as the door to the life of the mind and access to the American dream.

My father is African-American and the oldest of nine. He grew up in rural Georgia where the violence and indignities of overt racism and Jim Crow laws did not crush his spirit. From a very early age, he wanted to fly. In the 1930's, it was illegal for an African-American to become a licensed pilot. Despite the odds, he saved his money and learned to fly. Later, he used his skills as a pilot and became one of the distinguished aviators in World War II, known as the Tuskegee Airmen.

My mother is the only child of an only child. Her parents emigrated from Haiti in the 1920s. Among her many successes, she graduated from Benedict, a historically Black college, where she taught Freshman English at the age of 15 and received her baccalaureate degree at 18. Through my mother, I learned that truth can be found through education and the wonder of the written word.

**So much of who I am comes from this wellspring of tenacious hope and belief in the human spirit.**

Life is about discovering what your life is meant to stand for and then living that life to its fullest. French writer Marcel Proust said such discovery takes fresh eyes. Education can give you fresh eyes to discover talents and strengths so you can make a difference. This requires an openness to learn more, to care more, to achieve more for you and your community.

I urge you to engage in your education and know there are people ready to come alongside you on this journey of discovery. Shoreline is ready to walk with you on your path to success. I'm confident that together, you can get there.

With best wishes for your success,

Cheryl Roberts, Ed. D.  
President, Shoreline Community College

# Calendar

## 2020-2021 Academic Calendar

	Fall 2020	Winter 2021	Spring 2021	Summer 2021
New Student Registration Begins	June 2	Nov 23	Mar 8	May 17
Continuing Student Registration Begins	May 26-June 1	Nov 16-20	Mar 1-5	May 10-14
Last Day for 100% Refund	Sept 29	Jan 12	Apr 9	July 1
First Day of Instruction	Sept 23	Jan 6	Apr 5	June 28
Automatic Waitlists Turned Off	Sept 25	Jan 8	Apr 7	June 30
Last Day to Add a Class	Sept 29	Jan 12	Apr 9	July 1
Last Day to Make Schedule Changes Online	Sept 29	Jan 12	Apr 9	July 1
Late Enrollment - Requires Instr. & Dean Permission *	Sept 30 - Oct 6	Jan 13-20	Apr 12-16	July 6-8
\$15.00 Add/Drop Fee Begins - "W" Begins	Oct 7	Jan 21	Apr 19	July 8
Last Day for 50% Refund	Oct 13	Jan 27	Apr 23	July 6
Last Day to Submit Pass Option Forms	Oct 27	Feb 10	May 7	July 22
Drops Show on Record as "W"	Oct 7-Nov 4	Jan 21-Feb 19	Apr 19-May 18	July 8-29
Last Day "W" Grade is Issued	Nov 4	Feb 19	May 18	July 29
Last Day to Change To/From Audit	Nov 4	Feb 19	May 18	July 29
Last Day of Instruction	Dec 4	Mar 18	Jun 14	August 19
Application for Graduation Due Date	Oct 16	Feb 16	Apr 15	July 15
Prep Day (No Classes)	Dec 7	Mar 19	Jun 15	N/A
Final Exams	Dec 8,9,10	Mar 22,23,24	Jun 16,17,18	N/A
Grades Available	Dec 16	Mar 31	Jun 23	Aug 25
* Late enrollment will be granted only in rare and unusual circumstances				

Holiday Campus Closures				
	Fall 2020	Winter 2021	Spring 2021	Summer 2021
Labor Day	Sept 7			
Veteran's Day	Nov 11			
Thanksgiving Holiday	Nov 26			
Native American Heritage Day	Nov 27			
Christmas	Dec 25			
New Year's Day		Jan 1		
Martin Luther King Jr Day		Jan 18		
Presidents' Day		Feb 15		
Memorial Day			May 31	
Independence Day				July 5

# General Education Outcomes

Shoreline's General Education curriculum is built on a unique set of outcomes designed to provide our students with the skills, knowledge, and awareness they will need to make informed decisions, lead healthy and productive lives, and contribute to the global community as lifelong learners. Through various experiences in many different courses, students learn to place their personal knowledge in a wider framework, to expand their understanding of themselves and others, and to integrate their learning across traditional subject boundaries. The curriculum emphasizes strong skills in communication and analytic thought, as well as broad knowledge in the major areas of human learning: math and science; social sciences; and arts and humanities.

- **Quantitative and Symbolic Reasoning**  
Students will demonstrate college-level skills and knowledge in applying the principles of mathematics and logic.
- **Communication Skills**  
Students will read, write, speak in, and listen to college-level English. Effective communication incorporates awareness of the social nature of communication and the effects of ethnicity, age, culture, gender, sexual orientation, and ability on sending and receiving oral, non-verbal, and written messages.
- **Multicultural Understanding**  
Students will demonstrate understanding of issues related to race, social class, gender, sexual orientation, disabilities, and culture and the role these issues play in the distribution of power and privilege in the United States.
- **Information Literacy**  
Students will access, use, and evaluate information in a variety of formats, keeping in mind social, legal, and ethical issues surrounding information access in today's society.
- **General Intellectual Abilities**  
Students will think critically within a discipline, identify connections and relationships among disciplines, and use an integrated approach to analyze new situations.
- **Global Awareness**  
Students will demonstrate understanding and awareness of issues related to, and consequences of, the growing global interdependence of diverse societies by integrating knowledge from multiple disciplines.  
Students will describe how social, cultural, political, and economic values and norms interact.

These General Education outcomes are broad statements of what students should ideally be able to do after completing Shoreline's Associate in Arts or Associate in Science degrees. The College is committed to providing each student with the opportunity to attain these outcomes; however, individual attainment within and among the outcome areas will vary according to each student's ability, readiness, and level of commitment. The outcomes are also integrated as appropriate within the degrees and certificates offered through each of the college's professional-technical programs.

## About Shoreline

### The College

Shoreline Community College offers excellent academic, professional-technical, and workforce training programs to meet the lifelong learning needs of its community. Dedicated faculty and staff are committed to the educational success of all students.

Located 10 miles north of downtown Seattle, Shoreline Community College is one of the most strikingly beautiful college campuses in Washington. The grounds once served as a special place to the Duwamish Tribe for gathering traditional foods in ways that increased the bounty of the land. Nestled among native evergreens, the campus is a brilliant sea of colors during spring, summer, and fall, when many flowering plants are in bloom. The scenic surrounding area is nationally known for its recreational and cultural opportunities, which richly complement academic life.

Twenty-six buildings constitute the 83-acre campus. These include an award-winning automotive training center, a visual arts building, computer centers, laboratories, a student center, a theater, a well-equipped gymnasium that includes an exercise room and racquetball courts, a childcare center, and the Ray W. Howard Library/Technology Center.

Established in 1964, Shoreline Community College operates under the regulations of the Washington State Board for Community and Technical Colleges and is governed by the Board of Trustees of Shoreline Community College, District Number Seven. The College is a member of the American Association of Community Colleges and the Association of College Trustees.

### Accreditation

Shoreline Community College is accredited by the Northwest Commission on Colleges and Universities.

Accreditation of an institution of higher education by the Northwest Commission on Colleges and Universities indicates that it meets or exceeds criteria for the assessment of institutional quality evaluated through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Northwest Commission on Colleges and Universities is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution. Inquiries regarding an

institution's accredited status by the Northwest Commission on Colleges and Universities should be directed to the administrative staff of the institution. Individuals may also contact:

Northwest Commission on Colleges and Universities  
8060 165th Avenue N.E., Suite 100  
Redmond, WA 98052 (425) 558-4224  
[www.nwccu.org](http://www.nwccu.org)

Accreditation by the Northwest Commission on Colleges and Universities refers to the institution as a whole. Therefore, statements like "fully accredited" or "this program is accredited by the Northwest Commission on Colleges and Universities" or "this degree is accredited by the Northwest Commission on Colleges and Universities" are incorrect and should not be used.

Specific programs are accredited by the Accreditation Commission for Education in Nursing, the Commission on Dental Accreditation, Commission on Accreditation of Health Informatics and Information Management Education, and the National Accrediting Agency for Clinical Laboratory Sciences. The Automotive Program is accredited by the National Automobile Technicians Education Foundation.

## Academic Calendar

Shoreline Community College operates a year-round academic calendar comprised of three (3) 11-week quarters during fall, winter, and spring, and one (1) 8-week quarter during the summer. Courses are also offered in the evenings and on weekends. Class schedules are published each quarter listing the dates, times, and locations of classes. These schedules are available approximately two weeks prior to the start of registration.

## Community Standard

Shoreline Community College is a place for students, employees, and the community to pursue excellence in education in an environment dedicated to equity, inclusiveness, and self-reflection. We value respectful, dynamic interactions and lively discussion. We strive to create an environment where everyone is supported and valued. Shoreline Community College does not tolerate hateful, violent, or discriminatory actions that target any person or group based on their beliefs, customs, identity, or affiliations. When one of us is diminished, all of us are diminished.

## Non-Discrimination

Shoreline Community College provides equal opportunity in education and employment and does not allow discrimination or harassment on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal.

The following department has been designated to handle inquiries regarding non-discrimination policies:

Shoreline Community College Human Resources  
16101 Greenwood Ave N  
Shoreline, WA 98133  
Telephone: 206-546-4769  
E-Mail: [scchr@shoreline.edu](mailto:scchr@shoreline.edu)

## Vision

We are recognized for inclusive excellence in teaching and learning, student success, and community engagement.

## Mission

We serve the educational, workforce, and cultural needs of our diverse students and communities.

## Core Themes

- 1. Transfer Education**  
Shoreline Community College provides access to education and supports success for learners seeking to transfer to four-year programs of study.
- 2. Professional-Technical Education**  
Shoreline Community College provides access to education and supports success for learners seeking to expand their employment opportunities.
- 3. Basic Education for Adults**  
Shoreline Community College provides access to education and supports success for learners seeking to gain basic skills, including English language acquisition, to transition to college and/or career.
- 4. Community Education and Training**  
Shoreline Community College provides access to educational services to serve the cultural needs of its diverse communities.

## Values

**Respect**  
**Inclusion**  
**Student Engagement**

## Strategic Plan

Shoreline Community College's strategic plan, the result of internal self-assessment and long discussion, reflects the College's core values for student success and academic excellence. These values are the foundation that sets the College's direction for the coming years.

## Goal 1.

**We attract students and community learners and ensure successful attainment of their goals through our programs, services, and teaching and learning environments.**

## Strategies

- A. Develop a robust method for ongoing student learning outcomes assessment at the College.
- B. Engage in comprehensive strategic enrollment management, encompassing the entire student experience, from the moment students aspire to attend college to the moment they attain their educational goals.
- C. Create physical spaces and employ technologies that enhance student learning.
- D. Cultivate intellectual and cultural vitality to invigorate and engage our College and communities.
- E. Clearly communicate to internal and external communities the educational experience that they can expect from Shoreline Community College.

Shoreline Community College is ready to meet the challenges of our changing economy and is deeply committed to satisfying the educational needs of our students.

## Goal 2.

**We continually strive for disciplined excellence and focused improvement in all that we do.**

## Strategies

- A. Engage in an ongoing, data-informed cycle of academic program review that allows for agile changes in program offerings with a focused, creative mindset.
- B. Streamline processes throughout the College with a focus on standardizing routine processes and innovating around processes that add value to the student experience.
- C. Invest in professional learning for faculty and staff to support continuous improvement and implementation of this strategic plan.
- D. Invest in high-impact teaching practices for student learning.
- E. Implement consistent, effective engagement and communications practices.
- F. Develop and support innovation that serves our students and communities.

## Goal 3.

**We ensure that a climate of intentional inclusion permeates our decisions and practices, which demonstrate principles of ecological integrity, social equity, and economic viability.**

## Strategies

- A. Engage in ongoing, deliberate conversation and mindful discovery about our shared purpose and differences as we conduct our daily work.
- B. Develop and maintain a framework to ensure that ecological integrity guides our practices.
- C. Develop multicultural and global competencies to help us live the principles of social equity in an increasingly interdependent world.
- D. Pursue and obtain sufficient resources to fulfill the College's mission, and allocate those resources effectively in order to ensure economic viability in the implementation of this strategic plan.

# About Our Programs

## Programs of Study: Overview

Shoreline Community College provides credit-bearing programs in the following areas:

- **Transfer:** For students who intend to continue their studies at a college or university
- **Professional-Technical:** For students interested in pursuing a certificate or degree that leads to employment
- **High School Programs:** For students seeking high school completion or to complete college credits while in high school
- **Transitional Studies:** For students seeking basic skills, completing a high school degree, and/or preparing for college-level work

## Transfer Programs

Shoreline Community College is fully accredited by the Northwest Commission on Colleges and Universities (NWCCU), as well as by several discipline-related bodies. The College has completed numerous evaluation processes and has been recognized for performance, integrity, and quality. This is important information for students who plan to transfer credits to other colleges.

Academic courses will usually be accepted by other institutions offering the same (or similar) courses. However, each institution has its own transfer policy and transferability should never be assumed. Students should be aware that courses with "Pass" grades may not satisfy requirements in their major field. Students are responsible for knowing transfer requirements and policies, and they are urged to consult with the institution to which they plan to transfer.

Many transfer institutions expect students to be "major ready" by the time they transfer. This means that students need to declare their majors shortly after transfer and carefully plan which courses will meet their distribution requirements, as well as meet the admission requirements for a particular field of study. For example, students who wish to major in business will need to include additional math, economics, and accounting sequences in their coursework. Students are strongly encouraged to meet with their community college advisor, as well as an advisor from their transfer institution, to verify their choices.

In most cases, universities will accept 90 credits from transfer. Shoreline is a member of the Inter-College Relations Commission (ICRC), and our AA-DTA, AS-T, and MRP degrees comply with ICRC recommendations for transfer degrees within Washington. Colleges and Universities participating in ICRC use common course numbering. Courses that include an ampersand '&' are considered equivalent and transferable between these schools.

## Transferring to Another Institution

To transfer successfully to another institution, students are encouraged to:

1. Consult with an advisor to determine the best program or degree options for their academic and career goals, and develop an educational plan.
2. Obtain a current catalog or visit the website of the receiving transfer institution to determine both admission and graduation requirements for the college or university, as well as admission and graduation requirements for the major or professional program.
3. Confer with an admissions officer or academic advisor at the school where you want to transfer for information regarding admissions requirements, graduation requirements, and transfer policies.
4. Check a quarter or two before graduation to ensure all requirements will be met before transferring.

## Direct Transfer Agreement

An agreement has been developed between Washington State Community and Technical Colleges and participating baccalaureate institutions called the direct transfer agreement (DTA). The DTA Associate degrees are recognized as fulfilling most, if not all, of the general education requirements at the baccalaureate institution. Students who complete a DTA will normally be granted junior standing upon admission. Students should check with their intended transfer institution for further details regarding any additional general education, major prerequisites, and admission requirements.

The baccalaureate (four-year) colleges and universities in Washington State listed below subscribe to the Inter-college Relations Commission's (ICRC) Guidelines for Direct Transfer Agreement (DTA). This list is subject to change. See your advisor for updated information and details of transfer.

Bastyr University  
Central Washington University  
City University  
Cornish College of the Arts  
Eastern Washington University  
Gonzaga University  
Heritage University  
Northwest Indian College  
Northwest University  
Pacific Lutheran University  
Saint Martin's University  
Seattle Pacific University  
Seattle University  
The Evergreen State College  
University of Washington  
University of Washington Bothell  
University of Washington Tacoma



Walla Walla University  
Washington State University  
Washington State University Tri-Cities  
Washington State University Vancouver  
Western Governors University - Washington  
Western Washington University  
Whitworth University

## Major Related Program Agreements

To prepare students for transfer into specific academic majors, community colleges and baccalaureate institutions in Washington State developed Major Related Programs to provide consistency in prerequisite courses required for admission to common majors. Major Related Programs (MRP) follow either the AA-DTA or AS-T guidelines.

Currently, Shoreline Community College recognizes Major Related Programs in Business; Construction Management; Pre-Nursing; Bioengineering and Chemical Engineering; Computer and Electrical Engineering; and Mechanical/Civil/Aeronautical/Industrial/Material Science Engineering.

## First-Year Experience Seminar

The First-Year Experience Seminar (FYES) engages students in acquiring general skills that will support their success throughout their college career. The outcomes of the seminar focus on:

- a. learning how to use college resources effectively;
- b. gaining skills in self-management such as self-reflection, motivation, organization, time management, and self-care;
- c. practicing college success strategies to prepare for class, meet course requirements, study effectively, and apply multicultural understanding; and
- d. constructing a plan to meet your educational, personal, and career goals.

Currently, the First-Year Experience Seminar can be taken as part of Human Development 101: College Orientation & Success or embedded within certain introductory classes.

In addition, the FYES is incorporated into the Get in Gear Program (GIG), which offers students a way to make progress toward completing general education requirements in a team-taught learning community. GIG classes put two subjects and two faculty together in one 12-credit block class with coordinated assignments. Course pairings change each quarter, but typically include ENGL& 101 and another general education requirement such as CMST& 101, PSYC& 100, or ANTH& 100. Students can enroll in a GIG class even if they test into English 099. (For information on GIG courses, please see GIG 101, GIG 102, GIG 103, and GIG 104.)

## Interdisciplinary Studies

Shoreline's Interdisciplinary Studies allow students to discover, explore, and connect, while fulfilling graduation requirements in

an alternative way. These courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these Interdisciplinary Studies courses, so students get to explore issues or problems through multiple perspectives. Interdisciplinary Studies courses come in many forms. Some courses may combine three or more disciplines, giving students a full-time load. Other courses may provide students with ten, eight, or five credits.

## The Honors College at Shoreline

5000 Building (FOSS), Room 5336 • [shoreline.edu/honors](http://shoreline.edu/honors)

The Honors College at Shoreline Community College offers unique curriculum, opportunities to work directly with faculty on projects of interest, and a community of scholars where students can share ideas. Students will receive additional guidance to prepare for successful transfer to preferred four-year colleges or universities. Students will also have the option of participating in a special research track of honors courses that will prepare them to think critically and communicate effectively regarding a special topic of their choosing. Admission to the program is selective and assesses the holistic student, to include previous academic performance, character, and determination. Applications are accepted on an ongoing basis from both new and continuing students. Students interested in applying can do so by filling out a Shoreline Community College application, as well as an Honors application at: [shoreline.edu/honors](http://shoreline.edu/honors).

## Inter-College Reciprocity Agreement

Washington State Community and Technical Colleges have developed a policy for reciprocity of transfer coursework among colleges. The colleges recognize that students transfer among colleges and it is important to ensure that students are not penalized by the differences in the specific requirements imposed by individual campuses within the general guidelines of the transfer degrees (AA-DTA and AS-T) in the state.

If a student transfers an individual course that meets a Communication Skills, Quantitative Skills, Multicultural Studies, or Distribution requirement at the sending college for a specific transfer degree, that course is considered to have met that requirement at the receiving college for a similar transfer degree, even if this course does not have an exact equivalent and even if the course credit is awarded through prior learning credit.

It is the student's responsibility to initiate the reciprocity process and to gather appropriate documentation as needed. To be eligible for reciprocity, students need to have:

1. Applied for admission to Shoreline Community College;
2. Completed course work at another institution that meets the Communication Skills, Quantitative Skills, Multicultural Studies, or Distribution requirement in the AA-DTA or AS-T degree;
3. Maintained a cumulative college-level GPA of 2.0 or better at the previous college.
4. Met the previous college's residency requirement;

- Continued to pursue a transfer degree (AA-DTA or AS-T) at Shoreline Community College; and
- Provided all necessary documentation to Enrollment Services.

Transcripts from Shoreline will include notation of requirements met by reciprocity. Notations will include the name of the previous institution.

## Transfer Rights and Responsibilities

### Student Rights and Responsibilities

- Students have the right to clear, accurate, and current information about their transfer admission requirements, transfer admission deadlines, degree requirements, and transfer policies that include course equivalencies.
- Transfer and freshman-entry students have the right to expect comparable standards for regular admission to programs and comparable program requirements.
- Students have the right to seek clarification regarding their transfer evaluation and may request the reconsideration of any aspect of that evaluation. In response, the college will follow established practices and processes for reviewing its transfer credit decisions.
- Students who encounter other transfer difficulties have the right to seek resolution. Each institution will have a defined process for resolution that is published and readily available to students.
- Students have the responsibility to complete all materials required for admission and to submit the application on or before the published deadlines.
- Students have the responsibility to plan their courses of study by referring to the specific published degree requirements of the college or academic program in which they intend to earn a bachelor's degree.
- When a student changes a major or degree program, the student assumes full responsibility for meeting the new requirements.
- Students who complete the general education requirements at any public four-year institution of higher education in Washington, when admitted to another public four-year institution, will have met the lower division general education requirements of the institution to which they transfer.

### College and University Rights and Responsibilities

- Colleges and universities have the right and authority to determine program requirements and course offerings in accordance with their institutional missions.
- Colleges and universities have the responsibility to communicate and publish their requirements and course offerings to students and the public, including information about student transfer rights and responsibilities.

- Colleges and universities have the responsibility to communicate their admission and transfer-related decisions to students in writing (electronic or paper).

*\* From the Washington Council for High School College Relations' Intercollege Relations Commission handbook.*

## Professional-Technical Programs

Shoreline's professional-technical programs are designed for students who intend to gain specialized knowledge and skills to prepare to enter a specific occupational field, or enhance existing skills while already employed.

Although the primary purpose for Shoreline's professional-technical education programs is gainful employment after program completion, some graduates decide to transfer to four-year colleges to continue studying in their chosen fields. The college or university to which the student is transferring will determine if the credits earned in the professional-technical program may be counted toward a baccalaureate degree at that institution.

### Associate in Applied Science-Transfer (AAS-T)

The Associate in Applied Science-Transfer (AAS-T) is a professional technical degree with a core of general education courses commonly accepted in transfer. In general, professional-technical degrees are not designed for transfer to other colleges or universities. However, several four-year colleges and universities have specific bachelor's degree programs that accept the Associate in Applied Science-Transfer (AAS-T) degree.

### Associate in Applied Arts and Sciences (AAAS)

The AAAS degree is designed primarily to prepare students for successful employment in a professional or technical area. This degree is not intended to transfer to a four-year college or university, however there are some transfer-eligible AAAS degrees. This degree requires a minimum 90 credits and a minimum 2.0 college level GPA. Shoreline offers AAS degrees in a variety of fields.

### Certificate of Proficiency (CP)

The college awards a CP to a student who completes a professional-technical education program between 45 and 89 credits. Each program consists of at least three quarters and has specific requirements. Students must achieve a minimum average GPA of 2.0 or better for the entire program, and some programs require a 2.0 GPA in each course.

### Certificate of Completion (CC)

The college awards a CC to each student who completes a professional-technical education program requiring between 20

and 44 credits. These programs include between one and three quarters of study and have specific requirements. Some programs require a 2.0 GPA in each course.

## Short-Term Certificate of Completion (CC-ST)

Short-term training programs consist of 19 credits or fewer. These programs generally include at least one quarter of study. Students must achieve a GPA of 2.0 or better for the entire program.

## High School Programs

### High School Completion

(206) 546-4559 • 5000 Building (FOSS), Room 5229  
[shoreline.edu/high-school-programs](https://www.shoreline.edu/high-school-programs)

Students may be able to earn a high school diploma from Shoreline by completing classes through this program. A Shoreline advisor will evaluate students' high school transcripts and advise them on the classes they need to complete their diploma.

### College-Issued High School Diploma

(206) 546-4559 • 5000 Building (FOSS), Room 5229

Students who are Running Start or are sixteen years or older and complete an associate degree (transfer or professional-technical) from Shoreline may receive a high school diploma even if they have not otherwise met the high school graduation requirements. The student must provide the college a written request to receive a high school diploma.

## Career Education Options (CEO)/Learning Center North (LCN)

The Career Education Options (CEO) Program and Learning Center North offer out-of-school youth a chance to go back to school without charge in a fresh environment. Individualized support services are provided to meet students' educational and career goals. The program is available to 16- to 21-year-olds who left high school prior to earning a diploma. Funding is provided in partnership with the Office of the Superintendent of Public Instruction and the Monroe School District.

### Career Education Options (CEO)

(206) 546-7844 • 5000 Building (FOSS), First floor  
<https://www.shoreline.edu/high-school-programs/ceo/>

Through CEO, students enhance life skills, learn college success strategies and pursue the educational goal of their choice. Students may pursue an associate degree to prepare for either a career or further studies at a four-year college. Many students

also simultaneously work toward a GED certificate, high school diploma or professional-technical certificate. The program provides tuition, books, supplies, transportation assistance, and tutoring. Additional support services may be available on an individual basis.

## Learning Center North (LCN)

(206) 533-6733 • 2900 Annex, Second Floor  
<https://www.shoreline.edu/high-school-programs/lcn/default.aspx>

Learning Center North is offered in partnership with King County Employment and Education Resources. The program serves youth who want to attain their GED and go on to college and/or employment. The program also provides assistance with placement, internships, and employment. The site has a GED and basic skills classroom, a computer lab, employment services, case management, and career and educational planning. Learning Center North enrolls students on a weekly basis. Services include individualized instruction, internships, and computer software and hardware skills.

## High School 21+/GED Test Preparation

(206) 546-4531 • 5000 Building (FOSS), Room 5209

Shoreline Community College offers students enrolled in Adult Basic Education (ABE) courses the opportunity to earn credits toward an official Washington State high school diploma. Credits can be awarded by documenting prior academic records, work experience, and meeting competency in academic areas through ABE courses. Some students may also use ABE courses to prepare for the GED (General Education Development) test. Tuition for either program is \$25 per quarter and a low-income tuition waiver is available.

## Running Start

(206) 546-4559 • 5000 Building (FOSS), Room 5229  
<https://www.shoreline.edu/high-school-programs/running-start/>

High school juniors and seniors may qualify to participate in the Shoreline Community College Running Start program and earn college credit while simultaneously completing their high school graduation requirements. To qualify for the program, high school students must provide proof of English 101 placement. If students would like to take any math courses, or any other courses for which math is a prerequisite, they may also need to show proof of placement.

Running Start students who satisfactorily meet the College's Associate degree requirements will be awarded a Shoreline Community College degree and, upon written request, may be awarded a Washington State high school diploma from the College.

# Career and Technical Education

## Dual Credit Agreement

(206) 546-7618 • 5000 Building (FOSS), Room 5101  
techprepcc.org

Career and Technical Education (CTE) Dual Credit, formerly known as Tech Prep College Connections, offers high school students the opportunity to prepare for professional-technical degrees and to complete college equivalent classes while still in high school. An agreement is prepared between the high school and college faculty that ensures that credits taken in high school and college are transferable between programs. Students who enter this program while attending high school will earn college credit towards a community/technology college certificate while completing high school requirements.

Students who complete a CTE Dual Credit class (with a grade of "B" or better) while attending high school, and have submitted a CTE Dual Credit application to CTE Dual Credit will receive a college transcript from either Shoreline Community College or another CTE Dual Credit member college: Bellevue College, Cascadia College, and Lake Washington Institute of Technology.

## Transitional Studies

### Adult Basic Education (ABE)

(206) 546-4531 • 5000 Building (FOSS), Room 5209

Low-cost courses in reading, writing, and mathematics are designed to help students improve their skills to prepare for college. Students in ABE classes also have the opportunity to earn credits toward a Washington State high school diploma. These courses, along with student support services, provide navigation and guidance to help students begin planning their academic pathway and prepare for success in their college courses. Tuition is \$25 per quarter. A low-income tuition waiver is available.

### English as a Second Language (ESL)

(206) 546-4602 • 5000 Building (FOSS), Room 5205

Low-cost English language classes are offered to help students improve their skills in speaking, listening, reading, writing and grammar. These classes are offered morning, afternoons, and evenings. Tuition is \$25 per quarter. A low-income tuition waiver is available.

## Integrated Basic Education and Skills Training (I-BEST) Programs

(206) 546-6930 • 5000 Building (FOSS), Room 5101

Shoreline Integrated Basic Education and Skills Training (I-BEST) opportunities help basic skills students and English language

learners to earn college certificates in high-demand fields. Classes are all in-person and team taught to provide extra learning support. There are very few prerequisites. At Shoreline Community College, students can choose from certificates in Automotive General Service Technician, CNC Machining, and Nursing Assistant Certified. These programs provide a starting point for students who want to start working or those who want to continue to pursue a professional/technical degree. Financial assistance is available to help pay for tuition and books.

## Continuing Education Programs

(206) 546-6966 • 1200 Building, continuing-ed@shoreline.edu

The Continuing Education program is an open learning community that offers affordable non-credit courses and events for those who are interested in short-term personal enrichment and professional development opportunities.

### Personal Enrichment

Continuing Education offers a number of fun and flexible personal enrichment courses taught by experienced instructors. Classes are held online or on evenings and weekends to accommodate a variety of busy schedules. Students can explore a new hobby, meet a personal goal, or find their next passion project.

### Professional Development

The Continuing Education program partners with Ed2Go to offer online professional development courses throughout the year. Courses are led by expert educators and are affordable, convenient, and geared to working adults. With hundreds of offerings starting monthly, students can prepare for industry certification or start a new career in as little as six months.

## Summer Camps

Science, Sports, and Technology camps serve a variety of ages and begin each July.

## Online Learning

(206) 546-6966 • 1200 building •  
elearning@shoreline.edu • shoreline.edu/elearning

Online learning options provide quality education at times and places most convenient to students using Canvas, a web-based learning management system. These options include online courses (computer-based/ Internet), hybrid courses that blend online and on-campus learning, and web-enhanced face-to-face classes. In addition, several degrees and certificates can be obtained completely online. The Northwest Commission on Colleges and Universities accredits Shoreline's online programs.

### Online (Internet) Courses

Online courses have start and stop dates, regular assignments and project due dates, but the classroom is online and most

classes are fully asynchronous, meaning work can be done at a time and place most convenient for the student. Online classes have been developed with the same learning outcomes as traditional on-campus courses. Because courses are delivered at a distance in an online learning environment, they are reading-and writing-intensive. Even though attendance is not required at a specific time, students will need to spend time in the online classroom five out of every seven days and plan on a minimum of 10 to 15 hours of class work each week for most 5-credit online classes. Using a computer or mobile device and the Internet, students receive lessons and assignments and return completed coursework. Students communicate with their instructor and other class members through e-mail and online interactions from their home or workplace. Some online courses require synchronous online interaction, which requires attendance in an online classroom at a specific date and time. Students may be required to arrange to have an exam proctored a few times during the quarter.

## Hybrid Courses

Hybrid courses offer students a mixture of on-campus and online learning experiences, with regular on-campus meetings each week. In a hybrid class, students receive face-to-face, personal interaction with their instructor and other students. In addition, students have anytime/anywhere access to the course, on their own computer with Internet access or in Shoreline's computer labs.

## Web-Enhanced Courses

Many face-to-face courses require some Internet content and are called web-enhanced courses. These courses take place at the college's physical campus. Online resources are used to enhance the on-campus instruction but do not reduce the requirement for on-campus classroom attendance.

## Experiential Learning

### Study Abroad

(206) 546-4627 • 9000 Building (PUB), Room 9302  
studyabroad@shoreline.edu  
shoreline.edu/international/study-abroad

Shoreline Community College is a regional leader in providing short- and long-term study abroad programs for two-year college students. In addition to 10-week (one academic quarter) programs sponsored in association with the Washington State Community College Consortium for Study Abroad (WCCCSA), Shoreline offers unique two- to four-week International Summer Institute study-abroad programs around the world. Recent opportunities have included programs in Bolivia, England, France, Guatemala, Italy, Japan, South Africa, Namibia, Mexico, China, Greece, Turkey, Honduras, and Thailand. The College partners with organizations around the globe to give students in professional-technical programs the opportunity to study abroad within their field. Shoreline study abroad programs cover a variety of instructional disciplines and feature credit-bearing courses that

are transferable to four-year colleges and universities. Financial aid resources may apply to Shoreline study abroad programs.

## Service Learning

(206) 546-4736 • shoreline.edu/service-learning

Service learning is a non-traditional model of teaching and learning that allows students to engage in meaningful community service opportunities that purposefully overlap with and enhance the academic learning that occurs in the classroom. Each service-learning course allows you to sharpen your leadership, critical thinking, and problem-solving skills while simultaneously taking action to meet real community-defined needs.

Service-learning courses typically bear 5 credits and require students to complete 15 hours of service throughout the quarter in addition to regular course work, although variations on this model may be offered. Course loads in fully-integrated service-learning classes are intentionally adjusted to account for the extra time students must commit to in order to complete their service. A wide range of academically-relevant service-learning opportunities are set up prior to the start of the quarter to ensure that placements are both interesting and accessible to students.

## Internships

(206) 546-6930 • 5000 Building (FOSS), Room 5101

Some programs offer or require an internship course, in which students apply what they have learned in their courses within a workplace setting. In our automotive cooperative dealership learning experience, students work as apprenticeship technicians for one quarter. Refer to the program planning guide or consult with a faculty advisor to learn more about these opportunities. Shoreline's Workforce Education and Job Connections Center can also provide resources for seeking out internship opportunities.

## Individual Projects

### Guidelines for Individual Projects

Various locations, contact instructor or Division Office staff

Individual project credits are for individualized study. They consist of advanced study in students' primary academic or career area of interest under the guidance of the division involved. Students initiate requests for individual projects with an appropriate faculty member. Students planning to participate in individual project credits must have completed a basic course in the relevant discipline.

Individual project credits may not be used to satisfy general or distribution degree requirements. Students should consult with their advisors and check on the elective degree requirements of their transfer institution to determine the applicability of individual project credits.

### Individual project credits

Faculty offering individual project credits submit to the division dean a written contract, including details of the nature of the

project, the resources to be used, the materials to be produced or activities to be completed by the student and the method of evaluation and grading that is to be used by the instructor.

**For 3 credits:**

Students must complete 99 project hours and enroll before the end of the second week (10th day) of the quarter.

**For 2 credits:**

Students must complete 66 project hours and enroll before the end of the third week of the quarter.

**For 1 credit:**

Students must complete 33 project hours and enroll before the end of the fifth week of the quarter.

# Information about Enrollment

## Becoming a Shoreline Student

Admission Information:  
Shoreline Community College  
16101 Greenwood Avenue North  
Shoreline, WA 98133-5696

Phone: (206) 546-4611  
Fax: (206) 546-5835

E-mail: [sccadmis@shoreline.edu](mailto:sccadmis@shoreline.edu)  
[shoreline.edu/apply-and-aid](http://shoreline.edu/apply-and-aid)

Students may begin their college education at Shoreline Community College in fall, winter, spring, or summer quarter. To apply for admission, students should submit an online application or a paper application (by mail, fax, or in person) to Enrollment Services. Applications should be submitted as early as possible before the quarter begins. Applicants will receive notification of acceptance and registration information by email.

## Admission Eligibility

A candidate for admission to Shoreline Community College must be a graduate of an accredited high school, have a General Education Development (GED) certificate, or be at least 18 years of age. Applicants for programs that are targeted to specific populations under the age of 18 may be admitted under the specific guidelines established for each program. Students under the age of 16 are generally not admitted to the college. Upon admission, students may be required to submit any of the following records to the Enrollment & Financial Aid Services Office:

### 1. *College Transcripts*

Students who have attended other colleges are required to submit official transcripts from all colleges from which they wish to transfer credit toward their Shoreline Community College degree. The College accepts credits earned at colleges or universities that are recognized by the Northwest Commission on Colleges and Universities or other regionally accredited agencies. Transcripts of course work from other colleges may also be required to provide evidence of placement level before registration in English composition, reading, math or courses with prerequisites.

Students receiving federal financial aid or those receiving educational benefits from the Department of Veterans Affairs are required to submit official transcripts from all prior colleges including, in the case of veterans, those attended before, during, and after active duty. Official transcripts submitted to Shoreline Community College become the property of the College.

### 2. *High School Transcripts*

Students are encouraged to submit final, official high school transcripts to Enrollment Services. High school transcripts may be used to provide evidence of placement level and will assist

advisors of students seeking to transfer to meet those institutions' admissions and graduation requirements.

## Students who have not graduated from high school

Applicants who have not graduated from high school may be required to verify placement before registration. The College recommends that applicants consider the High School Completion Program or the General Education Development test as an aid to planning the student's program.

High school students attending a day high school full-time or part-time may also take high school completion classes or college credit classes to meet their own high school requirements. The student must have an authorization letter from his or her counselor or vice principal stating that the high school will allow the student to attend the college classes and will accept the credits earned.

The Running Start program allows high school juniors and seniors to take college classes. See the Running Start section of this catalog for more information.

## International Students

(206) 546-4697 • 9000 Building (PUB), Third Floor  
[shoreline.edu/international](http://shoreline.edu/international)

International students are eligible to study at Shoreline with an F-1 visa. Shoreline Community College does NOT require international students to submit the results of an English proficiency exam with their application. Instead, each Shoreline student is asked to take an English as a Second Language (ESL) proficiency test upon arrival in the U.S. in order to be placed in the appropriate classes.

In order to apply for admission as an international student, the following items are required:

1. A completed application form \*
2. Complete and official high school records (all years), as well as any college or university transcripts
3. Evidence of financial responsibility
4. Application fee

\* Please contact International Education for an application packet.

## Programs with Special Selection Procedures

Admission to the College does not guarantee acceptance into certain programs that have special admission requirements. Biotechnology, Dental Hygiene, Health Informatics and Information Management, Medical Laboratory Technology, Nursing, and The Honors College at Shoreline fall into this category. Other programs such as Automotive Service Technology

have waiting lists due to high demand. Refer to the Professional-Technical Degree Programs section of this catalog for further information.

## Audit Students

An audit student must be registered and have paid required tuition and fees. Class participation will be at the instructor's discretion. No credit is earned. A student cannot change to or from audit status after the first day of the seventh week of the quarter. The audit grade appears as an "N" and will be permanently posted on the official transcript.

## Determine Placement

[shoreline.edu/placement](http://shoreline.edu/placement)

Some Shoreline courses require that students demonstrate prior knowledge and abilities to register. Examples of these courses include English, math, and science. Students can demonstrate that they have met the requirement by completing courses at the college or through a variety of placement methods.

Placement is a process by which students find the appropriate level of Math and English courses to support their success. Shoreline uses multiple measures to identify appropriate placement into courses.

Some of these include

- credits from another college;
- AP, IB, SAT, ACT, or GED scores;
- high school transcripts;
- Smarter Balanced Assessment scores;
- Directed Self-Placement for English;
- or a placement exam taken at Shoreline or another college.

Contact an advisor or visit [shoreline.edu/placement](http://shoreline.edu/placement) for more information.

## Provide Previous Credits

### Transfer Credits

[advising@shoreline.edu](mailto:advising@shoreline.edu) • (206) 546-4559  
5000 Building (FOSS), Room 5229  
[shoreline.edu/advising](http://shoreline.edu/advising)

Credits earned at colleges or universities that are recognized by the Northwest Commission on Colleges and Universities or other regional accrediting agencies are accepted by Shoreline Community College.

While selecting courses, Shoreline Community College advisors can review unofficial college transcript(s) to provide guidance about how credits will transfer. To ensure these credits count toward a Shoreline degree, students need to request official transcript(s) from previous college(s). Students then submit these transcripts along with a Transfer Degree Request for Transcript Evaluation form to Enrollment Services. Please note that it is not

necessary to wait for completion of the transcript evaluation to register for classes.

## Academic Credit by Prior Learning Assessment

Shoreline awards credits to students who can demonstrate their prior learning in four general categories:

- **Prior Experiential Learning (PEL):** Students work with a faculty subject matter expert to determine whether documentable work experience aligns with learning outcomes for a particular course or courses. Students submit a compilation of their work, such as a portfolio, which the faculty subject matter expert reviews to determine whether credit can be awarded.
- **Extra-Institutional Learning (EIL):** For some Shoreline courses, specific workplace training (e.g., Police Academy) has been established as equivalent and relevant credit may be awarded.
- **Credit by Testing:** Shoreline awards credit for college-level standardized tests such as Advanced Placement (AP), International Baccalaureate (IB), and Cambridge International (CI).
- **Course Challenge:** For some Shoreline courses, students can take an exam developed by Shoreline faculty subject matter experts to demonstrate their prior learning and receive any applicable credit.

There are restrictions on how and when credit by prior learning assessment can be awarded. For more information, see the Credit by Prior Learning web page.

## Apply for Financial Aid

[finaid@shoreline.edu](mailto:finaid@shoreline.edu) • (206) 546-4729 • 5000 Building (FOSS), Room 5220  
[shoreline.edu/apply-and-aid/financial-aid](http://shoreline.edu/apply-and-aid/financial-aid)

Shoreline Community College offers financial assistance to eligible students enrolled in an eligible degree or certificate program at the College. Eligibility is determined by federal and state regulations based on information students and parents report on the Free Application for Federal Student Aid (FAFSA) or Washington Application for State Financial Aid (WASFA). Students might receive aid in the form of grants, part-time employment, or student loans. Students are encouraged to complete the FAFSA or WASFA annually for each academic year. Summer quarter is the beginning of each academic year at the College. Application deadlines are posted on the financial aid office website (see above). Eligible students that meet the priority deadline will be considered for maximum funding. Students that did not meet the posted deadlines will be awarded on a funds-available basis.

To apply for aid, students must:

1. Complete the FAFSA online at [www.fafsa.gov](http://www.fafsa.gov) or the WASFA online at [readysatgrad.org/WASFA](http://readysatgrad.org/WASFA). Shoreline Community College's federal school code is 003791.



2. Submit all required documents for file review and eligibility determination. Forms are available online at [www.shoreline.edu/apply-and-aid/financial-aid](http://www.shoreline.edu/apply-and-aid/financial-aid).
3. Submit a Direct Loan Request form if interested in taking out a loan.
4. Submit a Summer Quarter Financial Aid request form if planning to attend summer quarter.

After a file is complete, eligibility for aid will be determined.

Students are notified of their aid eligibility via Shoreline Community College's email. Students are encouraged to check their financial aid portal on a regular basis at [shoreline.edu/fportal](http://shoreline.edu/fportal).

## General Eligibility Requirements

To receive financial aid, federal and state regulations require that students must:

- meet all eligibility criteria as determined by the U.S. Department of Education, Washington Student Achievement Council, and Shoreline Community College
- have a high school diploma or GED
- be enrolled in an eligible degree or certificate program
- be a U.S. citizen or eligible non-citizen or eligible to complete the WASFA (Washington residents who are not eligible to complete the FAFSA can complete the WASFA because of the Real Hope Act)
- make satisfactory academic progress
- sign the FAFSA or WASFA statement certifying that they will use financial aid only for educational purposes
- not be disqualified based on a conviction for a drug-related offense while receiving aid
- certify that they are not in default on a federal student loan and do not owe a repayment of a federal grant
- be registered with the Selective Service, if required
- not be currently enrolled in high school
- Additional eligibility notes:
  - Students do not have to be enrolled full-time to receive aid. Aid is prorated based on enrollment level. Students must be enrolled for at least half time (6 credits) in eligible credits to receive student loans and work study. Students enrolled for less than half time might be eligible for a limited amount of federal Pell grant and Washington State Need grant assistance.
  - Students who have received a bachelor's degree or its equivalent, including degrees earned from unaccredited or foreign schools, are not eligible for federal and/or state grants, but could be eligible for student loans.
  - Students cannot receive financial aid from two schools at the same time.
  - Shoreline participates in study-abroad programs approved for academic credit. Eligible students may receive financial aid through available grant and loan programs offered at the College.

## Types of Financial Aid

### Grants and Waivers

#### Federal Pell Grants

This federal grant is available to eligible students enrolled at least part-time. In some cases, limited amounts of Pell Grants may be available to students enrolled for less than 6 credit hours. Grants will be awarded in amounts up to \$6345\* for the 2020-2021 academic year. Students enrolled in a fourth quarter during the academic year may receive an additional award of up to \$2115\*. Determination of the amount is based on the FAFSA application information submitted by the applicant to the federal processor.

\*subject to change

#### Supplemental Educational Opportunity Grants (SEOG)

These federal grants are available to students with exceptional financial need and the average award is \$100 quarterly for the 2020-2021 academic year. Priority is given to students with the greatest need who meet the posted priority deadlines.

#### Washington College Grants, College Bound Scholarship, Passport to College

These state grants are available for Washington State residents. Students must meet other criteria established by the state.

#### Shoreline Grant, Tuition and Fee Waivers

Shoreline Community College Grants and Tuition and Fee waivers may be available for state residents enrolled in at least 3 credits or more. The state permits colleges to award this grant and/or to waive a portion of resident tuition and fees for a limited number of eligible students.

#### Veteran/Dependent Waiver

Military-connected students and student veterans may be eligible for a tuition waiver based on the Washington Administrative Code (WAC), section 478-160-163. A 25-50% tuition reduction is offered to all qualified Washington State residents with an honorable discharge pursuing their first associate/professional degree. A tuition waiver is offered to eligible dependents and spouses based on the Revised Code of Washington (RCW) 28B.15.621. Qualifying dependents and spouses may be eligible to receive a waiver of all tuition and fees if they are Washington State residents, if the veteran is a Washington State resident with a 100% service-connected disability, deceased, or POW/MIA.

## Federal and State Work-Study

Work-Study is a program in which students are employed part-time and earn money to help pay for their educational expenses. Students are paid bimonthly for the hours they work. The earnings are partially subsidized by federal and state funding. Jobs are posted on the jobs board by the Financial Aid Office. On-campus and off-campus positions are available.

## Student Loans

Shoreline Community College participates in federal loan programs including the Federal Direct Loan (subsidized and unsubsidized), parent PLUS loan and Nursing Loan. Students are encouraged to borrow as little as possible to minimize loan debts after graduation. More information about the federal Direct Loan program is available in the Financial Aid Office and online at [studentloans.gov](http://studentloans.gov).

### Subsidized Direct Loans

The maximum subsidized loan is \$3,500 per academic year for first-year students and \$4,500 for second-year students who have completed half of the required credits in their program of study. Eligibility for the subsidized Direct Loan is based on financial need as determined using the FAFSA application and the credits completed in their degree program.

### Unsubsidized Direct Loans

Unsubsidized Direct Loans are not based on financial need but are limited by a student's budget.

First-year dependent students may borrow up to a combined maximum of \$5,500 in subsidized and unsubsidized Direct Loans.

Second-year dependent students with at least half of the required credits completed in their degree program may borrow up to a combined maximum of \$6,500.

Independent students may borrow up to \$6,000 in unsubsidized Direct Loans in addition to the maximum subsidized amounts for first-or-second year, depending on need and the cost of attendance (see Estimated Costs of Attendance).

The interest rate on both the Subsidized and Unsubsidized loan is currently 4.53%\*\* . Interest is paid by taxpayer funds on the subsidized loan while students are enrolled at least half time (6 credits) and during the six-month grace period after graduation. Loan Entrance Counseling is required for first-time borrowers, and Exit Counseling is required for all students when they leave school.

The counseling is completed online at [studentloans.gov](http://studentloans.gov). To borrow a student loan, students must complete a Master Promissory Note at [studentloans.gov](http://studentloans.gov) and submit the Direct Loan Request form to the Financial Aid Office. The loan request form is available in the Financial Aid Office or online at [shoreline.edu/apply-and-aid/financial-aid](http://shoreline.edu/apply-and-aid/financial-aid).

If a Direct Loan recipient's enrollment drops below 6 credits during a quarter, the College is required by the U.S. Department of

Education to cancel the student's loan. The student is no longer eligible to receive any further funds from the original loan application. The student must be re-approved for future loan aid, and must submit a new student loan request form.

\*\*Interest rates and other conditions are subject to changes, and the federal government pays interest charges for students only on subsidized Direct Loans for students enrolled at least half time.

## Parent PLUS Loans

Parent PLUS Loans are available for parents of students who have first completed the FAFSA and financial aid application process. Parents must complete the Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov) and submit the Parent PLUS Loan Request form to the Financial Aid Office. The PLUS Loan form is available in the office.

## Nursing Loans

Students admitted to the Nursing Program may borrow up to \$3,300 a year. These funds are available to those who demonstrate need. These loans must be repaid during a 10-year period after completing the degree program. Interest is paid during the repayment period at 5%.

## Short-Term/Emergency Loans

Continuing students with a 2.0 GPA may borrow a short-term/emergency loan. A cosigner may be required. Loans are granted for resident tuition, books, and emergencies. The maximum amount a student may borrow is the amount needed for the quarter's books, or the amount needed to pay resident tuition, or \$150 for emergencies.

A service charge of \$5 is placed on each loan. To assist as many students as possible with these limited funds, a short-term loan must be repaid within 60 days of the date of the promissory note, and no later than the end of the quarter in which the loan is made.

Students must apply in person through the Women and Gender Equity Center and Multicultural Center. The application may require additional documentation.

## Information About Financial Aid

### Satisfactory Academic Progress for Financial Aid Recipients

Satisfactory Academic Progress toward a degree or certificate must be maintained to be eligible for financial aid. Students must meet the academic standards of the College and the requirements of the financial aid policy for progress. A complete copy of the policy is available in the Financial Aid Office and online at [shoreline.edu/enrollment-services/financial-aid/](http://shoreline.edu/enrollment-services/financial-aid/). Academic

progress is evaluated each quarter and on an annual basis, according to the Registrar's grade reports and/or an instructor's report. Each quarter, full-time students are expected to register for and complete a minimum of 12 credits with at least a 2.0 grade point average (GPA). Students must achieve and maintain at least a 2.0 cumulative GPA. Students are also expected to complete at least 67% of all credits they attempt. Grades of O, O, H, I, N, NC, V, W, Z and audited classes do not count toward completed credits. Please refer to the Academic Regulations section of this catalog for definitions. At the end of each quarter, students who complete fewer than registered credits are on warning or cancellation status. Students may reinstate eligibility by achieving a cumulative grade point average of at least 2.0 and a 67% completion rate. Aid is normally available for 125% of the number of credits required for the program of study. All credits attempted, including withdrawals, are counted toward the 125% limit. If unusual circumstances prevent a student from making progress, students may submit a written petition to request that their eligibility for aid be reinstated. Students might need to attach supporting documentation to their petition.

## Estimated Average Costs of Attendance for Financial Aid

The following estimated average costs will be used to determine financial aid eligibility for a state resident attending full-time for three quarters (nine months) in the 2020-2021 academic year. The tuition and fee amounts are determined primarily by the State Legislature. Other expenses are estimated averages.

	Living with parents or relatives	Living away from parents or relatives
Tuition & Fees (average FT)	\$4,347	\$4,347
Books & Supplies	\$930	\$930
Rent, Food, Utilities	\$3,468	\$11,118
Transportation	\$1,236	\$1,236
Personal & Miscellaneous	\$1,980	\$2,478
Estimated Total	\$11,961	\$20,109

Expenses will vary depending on special program costs, non-resident tuition, daycare, and other factors. The student budget is revised annually to reflect current costs.

## Qualifying Skill-Building Courses

Courses designed to increase the ability of a student to pursue a course of study leading to a certificate or degree offered by Shoreline Community College may be covered by financial aid. Qualifying skill-building courses acceptable for financial aid will be funded to a maximum of 45 credits. All provisions of the Satisfactory Academic Progress Policy must be met by financial aid recipients. Adult Basic Education (ABE) and English as a Second Language courses (ESLAB) are not eligible for financial

aid. Transitional courses including High School Completion, Running Start, CEO, and Parenting Education classes are not eligible for aid.

## Rights and Responsibilities for Financial Aid Recipients

### Rights

All financial aid recipients have the right to review their financial aid file for the accuracy of the information contained therein and submit corrections. Confidential information covered under the Privacy Act may not be reviewed without prior approval of the individual concerned.

### Responsibilities

Students and their families have the primary responsibility for paying for their educational expenses. In addition to expected contributions from parents, students are expected to contribute from their savings and earnings. Federal and state financial aid programs are intended to supplement, not replace, the resources of a student's family. Students are responsible for:

- Knowing when their tuition, fees, and other charges are due
- Understanding when and how financial aid funds will be available to help pay expenses
- Ensuring that they have other funds to pay their remaining expenses if financial aid does not cover all expenses
- Completing all applications clearly and completely, and submitting all additional documentation required by the Financial Aid Office
- Reading and understanding all information sent to them related to financial aid
- Knowing the financial aid requirements for Satisfactory Academic Progress
- Completing all credits each quarter for which they receive financial aid with at least a 2.0 G.P.A
- Informing the Financial Aid Office if they will receive agency funding or a scholarship to help pay their expenses at Shoreline
- Notifying the Financial Aid Office immediately when they officially withdraw from classes (or when they withdraw unofficially by stopping attendance in their classes)

## Withdrawal From Classes

Should it become necessary for a student to withdraw from classes, he or she can obtain a Schedule Change Form from Enrollment Services. The form should be completed and returned to Enrollment Services so that the Financial Aid Office is notified. Students can also send a request to withdraw to [sccadmis@shoreline.edu](mailto:sccadmis@shoreline.edu).

Withdrawal or Not Completing Credits After Receiving Financial Aid: Requirements for Repayment and Return of Aid:

When students receive financial aid they are expected to complete the credits for which they received the aid. When students officially or unofficially withdraw from the College after they receive financial aid, or if students complete zero credits in any quarter they received financial aid, they might have to repay a portion of the aid they received.

The College uses the federal "Return of Title IV Funds" requirements to calculate the amount of federal financial aid that must be repaid by students and the amount that must be returned to the federal aid programs by the College. This calculation is based on the withdrawal date.

The federal calculations generally use a student's date of official withdrawal or the last documented date of attendance in class to determine the amount of federal financial aid (Title IV FSA program funds) that the student did not "earn" by remaining enrolled. The amount of Title IV aid funds that the student received in excess of the standard costs of attendance for the time in class must be repaid or returned to the student aid programs. For state aid, the Washington Student Achievement Council (WSAC) refund policy is used to determine the amounts that must be returned to these state aid programs, and to determine the amount of non-institutional expenses for the calculation of state aid that must be repaid by students. Federal funds will be returned in the following allocation order: Unsubsidized Federal Direct Loan, Subsidized Federal Direct Loan, Direct PLUS loan, Federal Pell Grant, and FSEOG.

Students are expected to notify the Financial Aid Office immediately when they withdraw officially (or when they withdraw unofficially by stopping attendance in their classes). If students owe a repayment of financial aid, they will not be eligible to receive aid in the future until they have repaid the full amount owed or conditions of repayment agreements have been met.

This policy is subject to change, and a complete copy of the current policy for repayment and return of all aid types is available in the Financial Aid Office.

## Concurrent Enrollment

Students are allowed to receive financial aid only from one college for the same enrollment period - they are not allowed to receive aid from two colleges at the same time. Students attending two colleges simultaneously (concurrent enrollment) are eligible to receive aid only from the college at which they are seeking a degree or certificate.

## Workforce Education Program

Our funding programs can help you pay for your education if you are pursuing a Professional/Technical degree or certificate, Adult Basic Education, English as a Second Language, GED or High School 21+ classes.

## Basic Food Employment & Training Program (BFET)

(206) 546-7843, 5000 Building, Room 5101

### Type of Assistance

- Tuition, fees, books, & required supplies
- Parking pass or bus pass
- Childcare assistance from DSHS

### Eligibility Requirements

- Must be receiving DSHS Basic Food Assistance
- Washington State resident for a year

## Opportunity Grant

(206) 546-6961, 5000 Building, Room 5101

### Type of Assistance

- Tuition, fees, books, required supplies

### Eligibility Requirements

- Low income (must provide evidence of income)
- Washington State resident for a year
- Have not earned Associates or higher degree from a U.S. school
- Enrolled in one of the following Professional/Technical Programs:

*Accounting, Automotive, Clean Energy Technology & Entrepreneurship, Early Childhood Education, Health Informatics & Information Management, Manufacturing, Phlebotomy, and Visual Communication Technology*

## Worker Retraining Program

(206) 546-6957 • 5000 Building, Room 5101

### Type of Assistance

- Tuition & Fees

### Eligibility Requirements

- Students who are receiving unemployment insurance or who have exhausted their unemployment insurance in the past 48 months
- Have received a layoff notice
- Displaced home-maker
- Formerly self-employed
- Veteran

## WorkFirst Program

(206) 533-6754 • 5000 Building, Room 5101

The WorkFirst program assists parents receiving TANF/cash assistance to achieve their educational and employment goals.

## Type of Assistance

- Tuition, fees, books
- Case management support
- Support services, such as childcare and transportation, may be authorized by DSHS

## Eligibility Requirements

- Be a parent of a child 18 years or younger
- Currently receiving TANF cash assistance
- Your DSHS case manager must send a referral to the college

# Other Types of Aid

## Shoreline Community College Foundation

(206) 546-4755 • 1000 Building, Room 1005

[shoreline.edu/foundation](http://shoreline.edu/foundation)

The Shoreline Community College Foundation is dedicated to increasing student access and success at the College through raising funds, building partnerships, and advocating for students and the college. The Foundation offers scholarships and also provides emergency financial assistance to eligible students with pressing needs. The Foundation currently manages a variety of accounts and endowments on behalf of generous donors and departments for the benefit of students. A volunteer board of directors composed of representatives of community leaders, business and industry, alumni, and educators governs the Foundation.

## High School Programs

Please check out High School Programs for a variety of programs that offer free or reduced tuition for individuals who have not completed high school.

## Select Your Courses

[advising@shoreline.edu](mailto:advising@shoreline.edu) • (206) 546-4559  
5000 Building (FOSS), Room 5229  
[shoreline.edu/advising](http://shoreline.edu/advising)

Prior to registration, students should meet with an advisor to plan which courses they will select for the next quarter. Students determine which classes they need by reviewing their degree progress to-date and planning guides for specific educational goals. Planning guides can be found on the college website. Students should make sure they have prerequisites for each course completed, find the right instructors for their learning style, figure out the scheduling of their classes to meet their work and personal needs, and review how their academic choices align with funding guidelines. This planning can be complicated, and it is strongly recommended to seek assistance from an advisor when selecting courses.

# Register for Courses

[sccadmis@shoreline.edu](mailto:sccadmis@shoreline.edu) • (206) 546-4611 • FOSS 5200  
[shoreline.edu/apply-and-aid](http://shoreline.edu/apply-and-aid)

Veterans, other qualified military-connected students, and students with disabilities receive priority registration for classes. Please contact Veterans Programs ([manderson4@shoreline.edu](mailto:manderson4@shoreline.edu), 206-546-4645) or Student Accessibility Services ([sas@shoreline.edu](mailto:sas@shoreline.edu), 206-546-4545, TTY 206-546-4520) for assistance in ensuring receipt of priority registration.

The registration procedure allows continuing students with the largest number of accumulated credits to register first. This permits students to move up in the priority order each quarter they are in attendance. In-person registration may be by written proxy if a student is unable to report at the scheduled time.

All students will be assigned to and are encouraged to consult with an advisor. The signature of an advisor will be required to register only for students who:

1. Are taking English as a second language classes (ESL);
2. Are non-immigrants attending on a student visa;
3. Are pursuing a vocational degree program which requires a competitive admission process;
4. Are attending Shoreline Community College in the Running Start or High School Completion Program; or
5. Have met a pre-requisite for a course which is verified by an advisor.

## Online Registration

Students at Shoreline Community College can also register online on or after their scheduled appointment date. Online registration is available from the application date through the first week of each quarter.

## Automatic Waitlist

Students can put themselves on a waitlist when they register for a full class or check their position on a waitlist. Registration into a waitlisted class is automatic when space becomes available until the waitlist cutoff date. See the quarterly class schedule for specific dates. The signature of the instructor is required to register for a waitlisted class after the waitlist cutoff date.

## Change of Registration

Students are encouraged to be enrolled and attending classes on the first day of instruction so they can benefit from participating in a full quarter of class sessions and have the best opportunity to complete their classes successfully.

Students desiring to change their class schedules during the **first five days** of a quarter may do so online, or complete a class schedule change form and take it to Enrollment Services. No signatures are required except in the case of full or special permission classes, as indicated in the class schedule. It is the student's responsibility to confirm any schedule changes with

Enrollment Services. The advisor's signature is required if the student wishes to enroll in more than 23 credits in one quarter.

From the **6th through the 10th days** of instruction:

- Adding a class will require that the student submit a late enrollment petition form to the instructor and dean, explaining the reason for requesting late enrollment. A late enrollment request will be granted only in rare and unusual circumstances, with written approval from the instructor and the dean. Students will not be able to enroll in classes after the 10th instructional day of the quarter.
- Withdrawing from a class is possible without the signature or emailed permission of the instructor.

From the **first day of the third week through the first day of the seventh week** of the quarter, withdrawal from a class requires the signature or emailed permission of the instructor(s). During this time a grade of "W" will be automatically given for dropped classes. Students can forward their instructor's email permission to withdraw to [sccadmis@shoreline.edu](mailto:sccadmis@shoreline.edu).

From the **second day of the seventh week** of the quarter, no "W" grades will be issued. The instructor will assign the proper grade on the grade roster (see Grading System section of this catalog).

\*Summer quarter deadlines differ. Please refer to the Summer class schedule.

## Pay Tuition

Payment for tuition and fees is due within 5 business days of registering or by the first day of the quarter, whichever happens first. The payment timeline for Fall differs; see the Fall quarter class schedule for information.

## Drop for Nonpayment

Students who fail to pay their tuition in full by the tuition payment deadline may be administratively withdrawn from classes for which no payment was made. After a student is dropped, the College sends an email to a student's Shoreline email account as notification. Students may re-register for courses at this time, but if classes are full, they will be added to the waitlist.

## Schedule of Tuition and Fees

As a Washington state public institution, Shoreline Community College is required to comply with all applicable state laws regarding residency classification. In general, a student is considered a "resident" for tuition and fee purposes under the following conditions:

1. The student is a US citizen, has permanent resident status, or is otherwise permanently residing in the United States under color of law; and
2. The student is financially independent\*\* for the current calendar year and the calendar year prior to that in which the application is made; and
3. The student is in Washington primarily for reasons other than educational and has officially established

Washington as his or her true, fixed and permanent home and place of habitation for a period of at least one year prior to the start of the quarter of enrollment.

\*\* If a student is not financially independent, then his/her residency is based on whether one or both parents/legal guardians have met all residency requirements.

Washington state laws require that new residents of Washington change out-of state driver's licenses and out-of-state vehicle registrations within 30 days of arrival in this state (references: RCW 46.16.028 and RCW46.20.021). New residents should also change out-of state voter registrations. Students will be initially classified as "resident" or "non-resident" based on the information derived from the application for admission.

Other conditions which might qualify a student for resident status are:

1. Members/dependents of the US military or Washington National Guard; or
2. Students who are not US citizens and do not have permanent resident immigration status, but attended a Washington state high school for at least 3 years and have graduated, and are eligible for HB1079 and have completed an affidavit for review; or
3. Members of certain American Indian Tribes (reference RCW 28B.15.0131).

Students should contact Enrollment Services for complete details regarding residency classification. A student wishing to change his or her residency classification must petition the college by completing an original Residency Questionnaire form (obtainable online or in Enrollment Services) and by providing necessary documentation. This should be completed before registration, or no later than 30 days from the start of the quarter.

## Tuition Chart

Please use the following table to compute tuition on college credit classes (whether taking classes for credit or audit)

## Part Time

	Resident	Non-Resident U.S. Citizen & Eligible Non Citizens	Non-Resident Non-U.S. Citizen	Non-Resident U.S. Citizen, Online Only
1 credit	\$112.42	\$204.12	\$290.66	\$127.38
2 credits	\$224.84	\$408.24	\$581.32	\$254.76
3 credits	\$337.26	\$612.36	\$871.98	\$382.14
4 credits	\$449.68	\$816.48	\$1,162.64	\$509.52
5 credits	\$562.10	\$1,020.60	\$1,453.30	\$636.90
(a) 6 credits	\$674.52	\$1,224.72	\$1,743.96	\$764.28
7 credits	\$786.94	\$1,428.84	\$2,034.62	\$891.66
8 credits	\$899.36	\$1,632.96	\$2,325.28	\$1019.04
9 credits	\$1,011.78	\$1,837.08	\$2,615.94	\$1,146.42
10 credits	\$1,124.20	\$2,041.20	\$2,906.60	\$1,273.80
11 credits	\$1,179.24	\$2,100.09	\$2,968.92	\$1,329.64

## Full Time

(b)	12 credits	\$1,234.28	\$2,158.98	\$3,031.24	\$1,385.48
	13 credits	\$1,289.32	\$2,217.87	\$3,093.56	\$1,441.32
	14 credits	\$1,344.36	\$2,276.76	\$3,155.88	\$1,497.16
	15 credits	\$1,399.40	\$2,335.65	\$3,218.20	\$1,553.00
	16 credits	\$1,454.44	\$2,394.54	\$3,280.52	\$1,608.84
(c)	17 credits	\$1,509.48	\$2,453.43	\$3,342.84	\$1,664.68
	18 credits	\$1,564.52	\$2,512.32	\$3,405.16	\$1,720.52
	Over 18 per credit	\$101.42	\$185.19	\$276.66	\$101.42

## Notes:

- Notice: All fees are subject to change pending proposed fee increases by the Student Body Association and subsequent approval by the Board of Trustees, or further clarification of actions by the Legislature. The tuition prices shown here were accurate as this catalog went to press. Tuition is subject to change by the State Legislature and State Board for Community & Technical Colleges.
- For purposes of being considered "full-time" for funding from federal and state financial aid programs, Department of Veterans Affairs, Social Security, and most other outside agencies, a student is required to carry at least 12 credits.
- An additional operating fee of \$96.53, \$179.92, \$273.95, and \$48.13 per credit hour over eighteen (18) is charged for resident, non-resident citizen, non-resident non-citizen, and eligible veteran students, respectively, and may be subject to waiver for required vocational courses.

**Payment for tuition and fees are due within 5 business days of registering or by the first day of the quarter, whichever is first.**

## Student Fees

### Audit Fee

Same as credit fee.

### Course Challenge (Credit by Examination)

\$200 per course. Students should contact an academic advisor or the appropriate instructional division office for more information. Nonrefundable.

### Prior Experiential Learning (PEL) Fee

Students may be able to petition for course credit for knowledge and skills acquired through previous experience alone. Please see an academic advisor for more information. \$200 per course fee, nonrefundable.

### Senior Citizens (60 or Over)

Tuition is waived for up to two regular college credit classes on a space-available basis for credit or audit. There is a \$5 fee for this service. Senior citizens must pay all applicable College and class fees.

### Special Fees

Many classes require special fees for equipment, laboratory use,

materials, or personal instruction. Such fees will be listed in the quarterly class schedule. A special selection process fee will be required when applying to certain programs.

### State Employees

Tuition is waived for up to six college credit classes on a space-available basis for credit or audit. There is a \$20 fee for this service. State employees must pay all applicable college and class fees.

### Student completion fee

An additional \$0.50 per credit, up to 10 credits (\$5 maximum). This fee is calculated into total charges.

### Student Technology Fee

An additional \$4.40 per credit fee (\$44 maximum) has been approved by Student Government to support technology for students. This fee is calculated into total charges.

### Student Union Renovation Fee

\$4.40 per credit up to a maximum of \$52.80 per quarter.

### Sustainability and Commuter Option Fee

Approved by student election, this \$23 per quarter fee funds multiple service improvements to the campus such as increased bicycle rack access, parking improvements, and reduced bus pass costs.

### Transcript Fee

First two free in person, \$5 per transcript, \$30 to mail outside of the USA. There is a 3-5 business day processing period. Expedited transcript requests require an additional fee of \$20.

### Methods of Payment

MasterCard, VISA, cash, debit cards, and personal checks are accepted.

### Refunding of Fees

A refund of fees is made either when a student officially withdraws from the College or when there is a partial withdrawal (reduction in credit hours) during the quarterly refund period. Financial aid recipients may be required to repay some or all financial aid upon withdrawal, depending on the type of aid received, the documented last day of attendance, and applicable rules and regulations governing financial aid. For refunds for financial aid recipients, see the Financial Aid section of this catalog.

## Refund Policies

Refunds are made according to the following schedule, (some exceptions apply, see Notes below):

**Before first week\* of the quarter:** full refund except for fees listed in the schedule of fees as non-refundable.

**During the first week of the quarter:** 100% of refundable fees. (Summer Quarter: see class schedule.) Withdrawal is not reflected on student transcript.

**Second week of the quarter:** 50% of refundable fees. (Summer Quarter: see class schedule.) Withdrawal is not reflected on student transcript.

**Third week of the quarter:** 50% of refundable fees. (Summer Quarter: see class schedule.) Withdrawal appears as a "W" on student transcript.

**After the third week of the quarter:** No refund will be issued. (Summer Quarter: see class schedule.) Students who withdraw from the College without complying with official withdrawal procedures, and students who are asked to withdraw by the College, do not receive a refund of fees.

**Example 1:** Student A officially withdraws during the first week of the quarter. Whether or not the student attended class, he or she is eligible for a 100% refund.

**Example 2:** Student B withdraws halfway through the third week of the quarter. The student is eligible for a 50% refund of tuition; the College retains 50%. (See Summer Quarter class schedule for equivalent.)

Note: Financial Aid recipients should refer to the examples in the Financial Aid section, since different regulations and percentages may apply.

Note: Student fees for Continuing Education classes are refundable up to two business days before the class begins. Refunds will be made if a class is cancelled by the College.

Note: Refund policy may differ for shortened or late-starting classes.

\* For purposes of this policy a "week" consists of five consecutive days excluding Saturdays, Sundays and official college holidays or the Summer equivalent. (e.g. If the first day of the quarter is a Wednesday, then the first week of the quarter is Wednesday, Thursday, Friday, Monday, and Tuesday).

## Records

sccadmis@shoreline.edu • (206) 546-4611  
shoreline.edu/apply-and-aid

## Confidentiality

Shoreline Community College protects student privacy as required by federal law in the Family Educational Rights and Privacy Act (FERPA) of 1974. A student at the College may have all personal information held confidential. The Enrollment & Financial Aid Services Office can provide this special service.

## Name Changes

Continuing or returning students are required to submit legal documentation for a change of name as it appears on Shoreline records. Acceptable proof would be a marriage certificate or court order or notarized copy thereof. Picture identification is also required. It is possible to make a temporary change to a preferred name. Students should contact Enrollment & Financial Aid Services at sccadmis@shoreline.edu for information about changing to a preferred name.

Students may request to change to a preferred name by emailing sccacmis@shoreline.edu or contacting the Registrar's Office.

## Student Identification Number (SID)

Students are issued a randomly assigned student identification number at the time of admission. Disclosure of social security numbers is not mandatory, except for the purposes of financial aid, Federal American Opportunity Tax Credit, employment in any position at Shoreline Community College including work-study, and workforce or Employment Security reporting. Voluntary disclosure is authorized for the purposes of academic transcripts and assessment/accountability research. Social security numbers are confidential and will be protected under the Family Educational Rights and Privacy Act.

## Student Identification Cards

A new-student I.D. requires valid photo identification (such as a Washington State driver's license or a passport) and a copy of a class schedule indicating that tuition due has been paid or documentation of a funding resource for tuition payment. The first student I.D. card issued is free. If the I.D. card is lost, stolen, or mutilated, replacement cards are \$15. New I.D. cards issued due to a name change cost \$5 and the name change must be completed in the Records Department in Enrollment & Financial Aid Services before the new card is issued in the Bookstore, located in the PUB bottom floor.

## Transcript Requests

(206) 546-4614 • 5000 Building (FOSS), Second Floor  
shoreline.edu/transcripts.aspx

Requests may be made in person, by mail, or online. The Transcript Request form is available on the second floor of the 5000 building, or on Shoreline's web site. Online requests must be paid for by credit or debit card.

## Obtaining Information

Information kiosks are located in Enrollment & Financial Aid Services (5000 Building), Shoreline Bookstore, and the library, where students may view and print an unofficial copy of their records.

## Holds on Student Records

A hold on a student's record will prevent students from registering and paying online. Students can have holds placed on their records for various reasons:

- Students who are under age 16 must meet with Enrollment Services to have the hold removed.
- Students who have outstanding debts to the College, such as parking or library fines, will have the hold until their debt is cleared.
- Students who have been placed on academic intervention or restriction will have a hold placed on their



record until meeting with an advisor and meeting expected quarterly GPA and earned credits (outlined in Academic Standards in this catalog).

- d. Students who are under conduct/disciplinary matters will have the hold per the guidelines outlined by the Conduct Officer.

Enrollment Services requires up to 24 hours to process the release of a hold on a student's record.

# Student Services

## Advising

advising@shoreline.edu • (206) 546-4559

5000 Building (FOSS), Room 5229  
shoreline.edu/advising

Advising starts before students enroll in classes and continues as students complete their educational goals at the College. Advising provides students with the necessary information to make sound academic decisions and educational plans. While students are ultimately responsible for knowing and understanding the College's requirements, seeing an advisor can provide invaluable information. It is strongly recommended that students meet with an advisor regularly to review their educational progress and discuss educational and career goals.

Advisors assist students with:

- Identifying their educational goals;
- Developing strategies to achieve these goals;
- Obtaining information about admissions and registration, course placement and selection, transcript evaluation, graduation requirements, and transferring to a college/university;
- Understanding program prerequisites;
- Explaining the College's policies and procedures; and
- Accessing transfer and planning guides, course equivalency guides, and locating campus resources.

Advising can take place in the instructional divisions, in the Advising Center, or online. Instructional division advisors are contacted through posted office hours or by appointment.

Students may call the Advising Center to schedule an appointment with an advisor. Phone and online advising is also available for students. Drop-in advising is available daily.

## Academic Success Coaching

(206) 546-4559 • 5000 Building (FOSS), Room 5229  
• <https://www.shoreline.edu/advising/success-coaches.aspx>

Coaching is a student-centered, interactive approach that introduces students to resources and tools, and helps them explore strategies for creating a foundation for success in college and life. Students and the coach work together on study skills, goal setting, time management, balancing life's priorities, and organization. Coaches also identify and connect students to available resources.

## New Student Orientation

(206) 546-5862 • <https://www.shoreline.edu/orientation>

New Student Orientation takes place right before fall, winter, and spring quarters to offer incoming students information and resources to help them kickoff their Shoreline experience.

Participants will meet faculty and staff and have an opportunity to learn about campus life, online tools, financial services, and much more! Daytime and evening Orientations are offered to accommodate student schedules. For more information and to RSVP, visit the link above.

## Assessment & Testing Center

(206) 546-4608 • 5000 Building (FOSS), Room 5100  
[www.shoreline.edu/testingcenter](http://www.shoreline.edu/testingcenter)

Shoreline Community College's Assessment & Testing Center provides a variety of placement/testing services for potential, current, and returning students, as well as for those from other colleges who need proctor services, and those needing to take the GED. A copy of assessment results is available immediately. Students should take copies to orientation and/or advising appointments.

Determination of class placement may be made through transcript review, documentation of previous exam scores, an assessment test, or, in some classes, directed-self placement. Students are encouraged to contact an academic advisor directly to see what type of assessment might be needed for the classes/programs in which they would like to enroll.

Potential and enrolled students who are non-native English speakers and who have been in the United States less than 4 years should have their English skills assessed according to the policies and procedures of the English as a Second Language (ESL) program described in this catalog.

## Community Employment Program (CEP)

(206) 546-5823 • 2900 Building, Room 2910

<https://www.shoreline.edu/oss/cip.aspx>

The Community Employment Program (CEP) at Shoreline Community College is a grant-funded program within Student Support Programs. CEP primarily serves adults with developmental disabilities and provides comprehensive individualized services in support of community-based employment. To receive services, students must be eligible for funding through the State of Washington's Developmental Disabilities Administration or through the Division of Vocational Rehabilitation. For those not eligible for this funding, there is a private pay option.

## Counseling

(206) 546-4594 • 5000 Building (FOSS), Room 5245  
[shoreline.edu/counseling-center](http://shoreline.edu/counseling-center)

The Counseling Center provides free, confidential, and professional counseling services, resources, and referral to

support the academic and personal success, health, and well-being of our students and campus community.

Students often visit the Counseling Center to discuss a wide variety of topics: depression, anxiety, relationship concerns, and stress management; indecision about major or career path; and academic concerns such as failing grades, struggling with a subject, or managing a learning disability. The Center also supports students who may be feeling suicidal or in crisis.

Counselors provide consultation to faculty, staff, parents, or friends who may be concerned about a student and facilitate guided referral to campus and community resources.

Beyond individual services, the Counseling Center offers a variety of workshops, presentations, and activities supporting wellness and health promotion.

Counselors also teach Human Development courses that focus on personal growth and student development and success. Topics include Career and Life Planning, College Success, Stress Management, and Improving Relationships.

## Gender Equity Center

(206) 546-4715 • 9000 Building (PUB), Room 9301

<https://www.shoreline.edu/gender-equity-center/>

The Gender Equity Center is a friendly, supportive environment for people of all gender identities to explore, celebrate, and educate the campus community about gender equity. The space, which is open to everyone at Shoreline Community College, promotes dialogue and advocacy by offering a variety of year-round programming and support services.

## Global Affairs Center

[gac@shoreline.edu](mailto:gac@shoreline.edu) • (206) 533-6996  
[shoreline.edu/gac](http://shoreline.edu/gac)

The Global Affairs Center (GAC) supports the Global Awareness general education outcome by providing co-curricular speakers, panel discussions, and workshops on global issues. GAC events encourage critical thinking, dialogue, and inter-cultural understanding regarding global issues, as well as local issues with global consequences. GAC programs are free and open to the public, supporting the College's commitment to community engagement and education.

The GAC partners with several local organizations to bring programs to Shoreline, including:

- Global Washington
- The Evans School of Public Affairs/UW
- The Henry M. Jackson School of International Affairs/UW
- The Washington Council on International Trade
- The Washington State China Relations Council
- The World Affairs Council of Seattle

- Departments, other programs, and student clubs at the College

## International Education

(206) 546-4697 • (206) 546-7854 - Fax  
9000 Building (PUB), Third Floor  
[shoreline.edu/international](http://shoreline.edu/international)

Shoreline Community College is committed to global education and engagement. We welcome international students from around the world to study in our university transfer, professional/technical, and English as a Second Language programs. The International Education (IE) department provides services to assist international students with admissions, immigration, college orientation, cultural adaptation, academic advising, and social and leadership activities. International Education engages with local, national, and international partners and organizations, offering programs to advance global awareness, understanding, and cultural exchange.

## Study Abroad

Shoreline Community College encourages students to study abroad. As a member of the Washington State Community College Consortium for Study Abroad, the College is committed to providing opportunities for students to travel and study abroad. The International Education department provides study abroad advising to students and support to faculty members leading Shoreline's study-abroad programs.

## Library and Learning Commons

Ray W. Howard Library • (206) 546-4556 • 4000 Building  
[shoreline.edu/library](http://shoreline.edu/library)

The Library and Learning Commons, centrally located in the 4000 building, provides instruction and instructional support to students and faculty across all College programs.

The Library and Learning Commons offers a variety of individual and group study areas including a state-of-the-art information and research classroom/lab and open computer access. Library services, tutoring, student learning centers, and an open computer lab are co-located. Recently-updated furnishings and study areas provide students with spaces designed for research and learning in the 21st century.

On the building's lowest floor, Technology Support Services is located in 4122, while the 4100 level also houses servers for the campus computer and internet systems. An Open Student Lab available for all current Shoreline students is found in 4102.

Also on the first floor are faculty offices for Performing Arts and Digital Film Department, alongside a Black Box Theater that serves as a rehearsal and performance space for the department. In addition, 4106 serves as The Honors College Student Lounge.

The second and third floors of the Ray W. Howard Library houses a collection of books, magazines, journals, music, and film. The Library's digital holdings include newspapers, journals, books, encyclopedias, streaming voice, DVD/CDs and other non-print media. To support student academic success, full-text periodical and reference databases are available online via a Library home page ([www.shoreline.edu/library](http://www.shoreline.edu/library)) that features reviewed web sites, online reference services, research tutorials, and links to other libraries.

In addition to quiet, reading and study areas, the second floor includes an information/research and media classroom, computers available for student use, copy machines, and group study rooms equipped with media playback units. Internet connectivity is provided for students through the building's wireless network. Digital cameras and other media equipment are available for student use.

Faculty and staff are on hand throughout the building to assist students with research, information, and technology questions. Librarians and staff provide both general and subject-specific guidance as well as research and information literacy instruction. The Tutoring Center, the Math Learning Center, the Biology & Chemistry Learning Center, The Writing and Learning Studio, and other student learning services are co-located with the Library on the second and third levels of the building to provide students with easy central access to academic support.

## Multicultural Center

(206) 533-6618 • 9000 Building (PUB), Room 9301  
[shoreline.edu/multicultural](http://shoreline.edu/multicultural)

The Multicultural Center is a place for people to meet, explore their cultural origins, and work toward understanding, respect, and appreciation of the diversity within our campus community and society.

The Center provides information and services that support students' academic, personal, and professional success. Students may explore strategies for reaching their educational goals, and receive information about college and community resources. Students are encouraged to share life experiences and learn from one another during social and cultural gatherings.

The Multicultural Center offers opportunities for skill and leadership development through workshops, conferences, and community service. The Center also sponsors presentations and performances that highlight aspects of diversity. Resources are available for College employees interested in integrating multicultural theory and perspectives into the curriculum or work settings.

## Parent Child Center

(206) 546-4690 • 1900 Building  
[shoreline.edu/parentchildcenter](http://shoreline.edu/parentchildcenter)

Shoreline Community College's Parent Child Center (PCC) provides child care and early learning services for children of students, College employees, and community members. Children of

students and employees receive priority enrollment status. The PCC accepts Working Connections Child Care subsidies and students are eligible for discounted rates. The PCC is supported by funds from the Associated Student Government.

The PCC is licensed by the State of Washington Department of Early Learning. The PCC participates in Early Achievers, the State's Quality Rating and Improvement System (QRIS). The PCC has been rated at a level 3 of 5.

The PCC is located in building 1900. It serves children six weeks to kindergarten age. It is open from 7:00 a.m. - 6:00 p.m. Monday through Friday. The PCC is open year round including between quarters. Part-time and full-time options are available. The program provides breakfast, lunch, and two afternoon snacks, which are prepared on site.

The PCC follows Shoreline Community College's calendar for federal and state holidays. In addition, the PCC is closed for Convocation, for one week in August, and several Friday afternoons for professional development and training of staff. The Parent Child Center serves as a lab school for student interns and works in collaboration with Parenting Education and Early Childhood Education faculty.

## Parenting Education Program

(206) 546-4593  
[shoreline.edu/parenting-education](http://shoreline.edu/parenting-education)

The Parenting Education Program encourages parents to develop child guidance skills and a personal philosophy of family relations. Child development, parenting roles in home and society, and family communications are studied in a supportive environment. Parents enroll in college-level, credit-bearing courses. Up to 6 credits of Parenting Education courses may be used toward the AA-DTA transfer degree.

Cooperative preschools are located throughout the college district. These programs are affiliates of the College and have varying hours depending on the number of participants. Each preschool is a separate non-profit corporation, with responsibility for the financing and operation of their cooperative preschool. The college provides the instructors for the Parenting Education courses. The seven affiliated Parenting Education Cooperative Preschools serve parents of children from infants through age 5. For information on the schedules of these affiliated preschools, please call (206) 546-4593. To enroll, contact the cooperative preschool directly.

## Student Accessibility Services (SAS)

[sas@shoreline.edu](mailto:sas@shoreline.edu) • (206) 546-4545

5000 Building (FOSS), Room 5226  
[shoreline.edu/student-accessibility-services](http://shoreline.edu/student-accessibility-services)

Students with disabilities may be eligible to receive reasonable accommodations to help them succeed at Shoreline Community

College. Federal and state laws, as well as Shoreline Community College policy, prohibit discrimination of students on the basis of learning, physical, and psychiatric disabilities. Students who have a disability as defined by Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Washington Core Services bill, and the Washington Law Against Discrimination, may request accommodations or assistance from Student Accessibility Services (SAS). Students with questions about eligibility and necessary medical documentation should contact the SAS office. The SAS program ensures that legal mandates are followed and that all students have equal access to educational programs, campus services, and activities. Examples of possible accommodations include testing accommodations, notetaking assistance, materials in alternative format, and sign language interpreters. Students who would like to request accommodations may contact the Student Accessibility Services front desk in 5226, email at [sas@shoreline.edu](mailto:sas@shoreline.edu), or call (206) 546-4545 in order to make an appointment with the SAS Program Specialist.

Information for students new to SAS, as well as accommodation-related forms for continuing SAS students, may be found online on the SAS webpage.

#### Hours:

Fall-Spring Quarters: Mon-Th: 8:00am-5:00pm; Friday: 8:00am-4:30pm\*

\*Summer Quarter: Mon-Th: 8:00am-5:00pm; Friday: 8:00am-12:00pm

## Veteran & Military Student Services (VMSS)

5000 Building (FOSS), Rm 5226

<https://www.shoreline.edu/oss/veterans/>

Shoreline Community College is a long-time supporter of student veteran success. By implementing new and innovative services and policies geared toward military-connected students and veterans, Shoreline Community College Veteran & Military Student Services (VMSS) strives to provide every military-connected student with the resources and support to achieve their goals. Some of the services we offer include:

- Help accessing and understanding GI Bill benefits
- A veteran-specific orientation and academic advisor
- Military transcript evaluation
- Support in determining tuition discount eligibility
- Connection with the campus VETS Club
- Referrals for on-campus disability resources, mental health & wellness counseling
- Access to an on-site Vet Corps representative for assistance navigating community resources
- Access to our Veterans Resource Center (VRC)

Shoreline Community College proudly adheres to the DOD MOU, Principles of Excellence, and 8 Keys to Veteran Success.

Shoreline Community College follows the recommendations of the American Council on Education (ACE) when evaluating military training and education records. Typically, a student veteran pursuing a transfer degree may earn a maximum of 15-credits in the form of restricted electives for prior military training & service. Student veterans pursuing professional / technical degrees are referred to their Faculty advisor for an evaluation of military credits on a case-by-case basis. It is sometimes possible to award credit for military service that is directly applicable to the intended professional/technical degree.

Active duty, reserve members, veterans, and eligible family members receive priority registration. Military-connected students and student veterans may be eligible for a tuition waiver based on the Washington Administrative Code (WAC), section 478-160-163. A tuition waiver is offered to eligible dependents and spouses based on the Revised Code of Washington (RCW) 28B.15.621. Please see the "Veteran/Dependent Waiver" section under the Types of Aid section in the Information about Enrollment section of this catalog.

Students do not need to be eligible for GI Bill Education Benefits to use Veteran & Military Student Services (VMSS). All veterans and military-connected students (including dependents) are encouraged to visit the VRC.

#### *I certify that:*

*This institution does not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollments or financial aid to any persons or entities engaged in any student recruiting or admission activities or in making decisions regarding the award of student financial assistance.*

*The information contained in this catalog/application form is true and correct in content and policy and I am aware that the institution or facility must comply with applicable statutes and regulations and that failure to comply may lead to suspension or withdrawal of programs by the WSAC/SAA and/or DVA.*

*Derek Levy*

*Dean of Student Support & Success*

## VA Pending Payment Compliance

Facility Name/Address: Shoreline Community College / 16101 Greenwood Ave N, Shoreline 98133

DVA Facility Code: 14913447

Person/Title Completing Addendum: Missy Anderson - Program Specialist III/Certifying Official

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the students enrollment;
- Assess a late penalty fee to;
- Require student secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

*I, Missy Anderson - Program Specialist III/Certifying Official, do hereby certify this addendum to be true and correct in content and policy. Our institution will adopt this addendum, effective 1 August 2019, and will incorporate into the next revision of our catalog.*

*Signature: Missy Anderson SCO*

Date: 4.14.2020

## Veterans Resource Center (VRC)

206-533-6674 • 5000 Building (FOSS), Room 5225A

Monday - Thursday 8 a.m. - 5:00 p.m.\*  
Friday 8 a.m. - 4:30 p.m.\*  
\*Hours may differ during Summer quarter

Shoreline Community College's VRC is a robust community of student veterans, military-connected students, and dependents who understand that the transition from military life to campus life can be difficult. The VRC provides a safe place for students to collaborate academically, share information and resources, and mentor and support one another as they take on the challenges of adjusting from military to student life. The VRC is staffed by work-study student veterans who are readily available to answer any question regarding the College's policies and procedures as well as provide basic information on VA regulations and eligibility.

## Teaching and Learning Assistance Centers

### Tutoring Services

pttutors@shoreline.edu • (206) 546-4776  
4000 Building (LIBRARY), Room 4228

Tutoring Services provides free one-on-one tutoring for a majority of the classes taught on campus. Students may apply to receive individualized tutoring support for each class in which they are registered. Tutoring Services also provides a variety of smaller drop-in centers as well as conversation and tutoring groups. Students may also find jobs as tutors through Tutoring Services.

## Biology & Chemistry Learning Center (BCLC)

pttutors@shoreline.edu • (206) 546-4776  
4000 Building (LIBRARY), Room 4201

The Biology & Chemistry Learning Center (BCLC) serves students in all Chemistry and Biology courses. This is a drop-in center where tutors and faculty provide assistance. The BCLC has a variety of scientific models, equipment, and texts to use in the Center.

## Computer Science & Engineering Learning Center (CSELCL)

pttutors@shoreline.edu • (206) 546-4776  
2500 Building, Room 2516

The Computer Science and Engineering Learning Center (CSELCL) serves students in all Computer Science and Engineering courses. This is a drop-in center where tutors provide assistance.

## English as a Second Language (ESL/GED) Computer Lab

(206) 546-6624 • 1700 Building, Room 1721

The ESL/GED computer lab provides students with additional assistance towards learning English as a second language. The lab is equipped with computers and training modules to enhance the study of the language. Students may drop in during open lab hours.

## Math Learning Center (MLC)

(206) 546-5825 • 4000 Building (LIBRARY), Room 4213

The Math Learning Center (MLC) is a drop-in facility which serves students in math courses from arithmetic through calculus. The MLC provides individual assistance and the opportunity for students to work in groups. Equipped with computers, graphing calculators, videos, and printed materials, the MLC provides a supportive environment for students studying math.

## Physics Learning Center (PLC)

pttutors@shoreline.edu • (206) 546-4776  
2900 Building, Room 2923

The Physics Learning Center (PLC) serves students in all Physics courses. This is a drop-in center where tutors provide assistance.

## The Writing & Learning Studio (TWLS)

(206) 546-7663 • 4000 Building (LIBRARY), Room 4301

The Writing & Learning Studio (TWLS) provides opportunities for students to develop writing, reading, and study skills in a friendly lab environment. Resources include English lab credit courses; instructional handouts; books about writing, reading and vocabulary development, and study strategies; eight computers, and free tutorial assistance for reading, writing across the curriculum (e.g. essays, reports, research papers, etc.), and writing for personal advancement (e.g., personal statements, resumes, etc.). Walk-ins are always welcome.

## Technology Support

### Classroom Support Services

206-546-6966 • media@shoreline.edu

Classroom Support Services (CSS) assists students using classroom technology systems, online video conference services, and media tools. CSS is located in the 1200 building.

### eLearning Services

206-546-6966 • Building 1200 • elearning@shoreline.edu

eLearning Services provides support for students taking online, hybrid, and web-enhanced classes using Canvas, Panopto, and other online learning tools. Prospective and current students are encouraged to take SmarterMeasure, a survey that helps you determine how ready you are to take an online class. Laptops are available for check-out at the Library for students enrolled in at least one online courses. Laptop availability is on a first-come, first-serve basis.

### Technology Support Services

206-546-5872 • tss@shoreline.edu

Technology Support Services (TSS) provides and supports computer systems and peripherals, network infrastructure and management, communications systems, email, data storage, software support, technology consulting, and technology procurement services. TSS is located on the lower level of the Library Technology Center in room 4122. Online technology training is available to the entire campus community via LinkedIn Learning (<https://www.linkedin.com/learning>). Wi-Fi access is available in all campus buildings. Various special purpose computer labs are located across campus and an open computer lab for all Shoreline students is located in the Library Technology Center.

## United Way Benefits Hub

206-546-5845 • benefitshub@shoreline.edu • Building 9000 (PUB), Second Floor, Room 9203

<https://www.shoreline.edu/apply-and-aid/financial-aid/benefits-hub/default.aspx>

Shoreline is host to a United Way of King County Benefits Hub, providing emergency assistance and important income supports for students, including:

- Food pantry
- Utility bill and grocery assistance
- Paying for the bus
- Free tax preparation
- Financial coaching
- Understanding your credit report
- Creating a savings account

## WorkSource Job Connections Center

workforce@shoreline.edu • (206) 546-5882  
5000 Building, Room 5101

*WorkSource partners are equal opportunity employers and providers of employment and training services. Auxiliary aids and services are available upon request for persons with disabilities. Washington Telecommunications Relay 711.*

### Services include:

- Access to computers, phone, copier, fax, onsite job board
- Connections to community resources (childcare, foodbank, healthcare)
- Information on paying for your education
- Onsite Employment Security Representative who can help with:
  - Finding employment, resumes, cover letters, & interview skills
  - Completing Unemployment Insurance paperwork including Commissioner Approved Training/Training Benefits applications (CAT/TB)
  - Navigating Employment Security's website: <http://www.worksourcewa.com>

# Other College Services

## Bookstore

(206) 546-4732 • 9000 Building (PUB), First Floor  
[shoreline.edu/bookstore](http://shoreline.edu/bookstore)

Monday - Thursday 7:30 a.m. - 5 p.m.  
Friday 7:30 a.m. - 4:00 p.m.

The bookstore is open extended hours the the first week of the quarter. Hours vary for summer quarter and the time period between the end of summer quarter and Labor Day.

The College Bookstore stocks class-required supplies and materials as well as college-related reference books. Textbooks will be available through the University Bookstore; please visit [www.shoreline.edu/bookstore](http://www.shoreline.edu/bookstore) for a link to this website. Textbook information will appear on the University Bookstore website as it becomes available. You can purchase textbooks at this site to be shipped to your home, to the on campus Shoreline Bookstore free of charge, or any University Bookstore location. Purchase textbooks online before 4:00 pm for free next day delivery to the Shoreline campus bookstore. Staff will be available in the campus bookstore in the lower level of the PUB to answer questions and help order textbooks. Textbooks are also available to purchase and/or rent in person at the Ave location of the University Bookstore (4326 University Way, Seattle) in the University district.

The bookstore also stocks art, photography, and office supplies, as well as gifts, greeting cards, and the College logo clothing. The bookstore has recently expanded food, snack, and beverage offerings, and now offers fresh brewed coffee and many other convenience items. The bookstore accepts cash, MasterCard and Visa, and personal checks with student picture ID.

## Textbook Buyback

At the beginning and end of each quarter a representative from The University Bookstore (UBS) will be available on campus to buy back textbooks. There are two levels of pricing for books; 50% of the new retail price will be paid for books that the bookstore needs for the upcoming quarter. Need is based on the information the bookstore receives from the instructors and the level of bookstore stock. Books that the bookstore does not need are bought back based on current national demand. These books are shipped to the wholesalers warehouse for resale. Wholesale prices are approximately 10-30% of the new retail price. Out-of-print books and old editions are not in national demand and therefore may have no buyback value.

## Campus Safety and Security

5000 Building (FOSS), Room 5102

The Shoreline Community College Safety and Security Department provides security seven days a week, 24 hours a day. The Safety and Security department manages traffic safety, parking,

emergency preparedness and response, and crime prevention. This department works closely with Shoreline Fire and Police Departments.

Emergencies during daytime hours	ext. 4633 or (206) 546-4633
Office business line	(206) 546-4633
After hours (4:30 p.m.) and weekends	ext. 4499 or (206) 235-5860
Shoreline Police and Fire Departments	911

Contact the Safety and Security Department for the following: emergencies (any fire, medical, or disasters); crimes on campus, including damage to campus facilities or property, or traffic collisions, disputes, parking or other violations.

You do not need to dial a number or ext. at a Blue Light Phone.

## Dental Hygiene Clinic

(206) 546-4711 • 2500 Building, Room 2521

Shoreline Community College Dental Hygiene Clinic provides a number of dental services to adults and children who would like affordable dental care. The clinic dentists provide dental exams. Dental hygiene students, with supervision of instructing licensed dental hygienists, provide teeth cleaning, x-rays, fluoride treatments, sealants, and selected fillings. This is an educational setting so appointment times are restricted to open clinic times.

## Food Service

(206) 546-6918 • [shoreline.edu/cafeteria](http://shoreline.edu/cafeteria)

Lancer Hospitality provides food service on campus. Services include cafeteria dining, deli/espresso, catering services, and vending. The majority of these services are provided from the PUB location. Lancer strives to provide a variety of healthy dining options tailored to the diverse college community. Food service needs for persons with disabilities should be addressed to the college Americans with Disabilities Act compliance office, located in the Student Support Programs on the second floor of FOSS (5000 Building).

## Housing

(206) 546-5862 • 9000 Building (PUB), Room 9301  
<http://www.shoreline.edu/housing>

Shoreline's first residence hall, 7000 Campus Living, opened fall 2019. Located in the heart of campus, the new building features 68 units that house approximately 230 students in studios and 2 & 4 bedroom apartments. All units include full kitchens, high-speed internet, onsite laundry facilities, indoor/outdoor community space, and 24/7 staff support. 9 & 12 month leases



are available. For more information, visit the website or e-mail [hello@7000campusliving.com](mailto:hello@7000campusliving.com).

## Insurance

Student accident/health insurance (and/or other types of insurance) may be required in some programs. Students with F-1 visas must either obtain their own health insurance or purchase an insurance plan through Shoreline Community College. More information is available at the International Education Office in the 9000 (PUB) building.

## Parking and Transportation

Campus Safety and Security is charged with the responsibility of establishing rules and regulations for pedestrian, vehicular, and non-vehicular traffic on property owned, operated, and/or maintained by the College. Parking and traffic laws are granted to the college by RCW 28B.50.140 (10) to provide a fair and uniform method of regulating such rules and regulations. Failure to abide by these laws may result in a fine, as well as being considered a violation of the code of student conduct.

Parking after 3:00 p.m. M-F, and during weekends, holidays, and campus closures is free, and students can park in staff lots during those times.

Quarterly parking permits are required for all students who wish to park on campus during daytime hours. One pre-purchased student permit allows students to park on campus in all student lots. The fee is \$45 plus tax per quarter. Permits can be purchased at the Cashier's Office (2nd floor of the 5000 building), and the Bookstore (1st floor of the 9000 PUB building.) (Price is subject to change.) Purchase of a parking permit does not guarantee a parking space. Student parking permits must hang from the vehicle's rear view mirror facing outward in order to be valid.

For vehicles transporting two or more students at the same time, a limited number of carpool permits are available at the Safety & Security Department, room 5102. Carpool permits are free of charge and allow parking in the Greenwood Parking Lot only.

Motorcycles and bicycles must park in designated areas only. Please obtain a parking lot map at [shoreline.edu/safetyandsecurity](http://shoreline.edu/safetyandsecurity) to locate the appropriate parking area for your cycle. Motorcycles do not need a parking permit.

Disabled parking is available on campus. A valid Washington State disabled parking placard is required to park in disabled parking spaces.

There is no student parking allowed at any time in the Visitor Lot. Students parking in the Visitor Lot will be cited. Multiple unpaid violations will result in your vehicle being impounded (towed).

Illegal parking will result in fines and/or having a vehicle impounded (towed). It is illegal at all times to park in roadways, fire lanes, bus zones, loading zones, on walkways or pedestrian paths, landscaped areas, curbs zoned with red, areas with "No Parking" signs, or in service driveways. Other violations that may result in a vehicle being impounded include: blocking a fire

hydrant, blocking another legally parked car, double parking, parking in a marked tow away zone, or having outstanding unpaid citations at the College. Fines are payable at the Cashier's Office. If there is reason to believe a ticket was unjustified, a citation appeal form can be obtained at campus Safety & Security (5102). Appeals must be filed within 5 working days of the date on the ticket; after that time the fine must be paid and cannot be appealed. For further assistance with parking, citations, appeals, and questions, please contact the Safety & Security Department at (206) 546-4633 or stop in Room 5102, Mon-Fri, 8:00 a.m. to 4:30 p.m.

## Suggestions for Easier Parking

Due to the high demand for daytime parking, a shuttle bus and van service is available free to students at the rear of the Sears parking lot on N. 160th St and Aurora Ave. (Enter the parking lot off N. 160th St.) The shuttles operate between 8:00 a.m. and 4:00 p.m., Monday-Thursday and 8:00 a.m. and 2:00 p.m. on Fridays. There is no shuttle service during Summer Quarter, quarter breaks, state holidays or other school closures. You do not need a Shoreline Community College parking permit to park at the Sears lot. For further information, please go to:

[shoreline.edu/map](http://shoreline.edu/map)

- The Greenwood Avenue North lower lot usually has parking available throughout the day.
- Consider taking classes in the afternoon and at night, when parking is readily available and free. Please be considerate of our surrounding community by adhering to the speed limits, not parking in residential neighborhoods, and keeping all of our streets free of litter.

Shoreline Community College encourages students to take advantage of our services and facilities, and welcomes student involvement in campus activities and special events. Students are offered many opportunities to become involved in the campus community through attendance at special educational programs offered outside of the classroom, through participation with clubs and organizations that plan these programs, through participation in recreational or intercollegiate sports, and especially through working with the students, professional staff, and faculty who support these programs. Students can learn valuable skills and develop a community by taking leadership roles in campus organizations. Participation in extracurricular programs is always valued and will broaden students' educational experience at the college.

# Student Life

## Student Life

(206) 546-5862 • 9000 Building (PUB), Room 9301  
<http://slc.shoreline.edu>

Shoreline Community College offers students educational opportunities for student leadership, co-curricular learning, service learning, social interaction, cultural expression, and recreational experiences. Students are encouraged to explore student clubs and organizations, performing arts, intramural and intercollegiate sports, and a variety of leadership opportunities. Many of these programs are organized to supplement classroom learning, while others are developed in response to student interest. Through participation in campus organizations, students can build lasting friendships, experience unique educational opportunities, and establish support systems of peers, faculty, and staff advisors.

Many opportunities are available for students to learn how to conduct meetings, how to recruit members and develop organizations, coordinate events, develop learning and outreach activities, work with diverse groups, manage budgets, and promote activities. Student Life also offers ongoing training to students, faculty, and staff to provide resources and information to help them make the most of their Shoreline experience.

## Student Government

(206) 546-5862 • 9000 Building (PUB), Room 9301

The Associated Student Government (ASG) serves as the recognized representative of Shoreline Community College students on campus. Student leaders provide a student perspective to the college on campus life and the quality of educational programs and services on campus. Student involved with ASG have the opportunity to address the Board of Trustees, faculty/staff, and governance committees on important issues related to their educational experience. They serve on a broad range of committees that work to improve the learning environment on campus, policies and procedures, and guide the overall direction and priorities of the college.

ASG also allocates funds to student clubs and organizations and provides support and advocacy for these groups. ASG actively provides leadership for many innovations on campus, including the creation of the Multicultural Center, the implementation of the Student Technology Fee, and the addition of water bottle filling stations and all-gender restrooms on campus.

ASG manages the Services and Activities (S&A) Fee, the Student Technology Fee, the PUB Renovation Fee, and the Sustainable Commuting Options (SCOF) Fee. ASG also provides recognition and support to new student clubs and organizations, and serves as a forum for student issues and concerns.

## Arts & Entertainment Board

(206) 546-5862 • 9000 Building (PUB), Room 9301

The Arts & Entertainment (A&E) Board serves as Shoreline's student-led campus programming team. Student leaders plan, support, and promote a wide variety of events throughout the year that engage students outside of the classroom, including New Student Orientation, Welcome Week, and Talent Show, to name just a few. A&E also creates and distributes the quarterly Survival Guide to provide valuable resources and important dates to promote student success. All A&E events are open and free to current Shoreline students.

## Intercollegiate Athletics

(206) 546-4746 • 3000 Building (GYM)  
[shoreline.edu/athletics](http://shoreline.edu/athletics)

Athletics Department sport offerings are Men's and Women's Basketball, Men's and Women's Soccer, Women's Volleyball, Men's Baseball, and Women's Softball. Shoreline's teams are aligned with the Northern Region of the NWAC Conference which includes community colleges in the Seattle area and West and North of the city into British Columbia. Teams routinely travel to Eastern Washington, Oregon, and other national and regional areas for non-regional play.

Academics is very important to Shoreline Athletics and the department has a number of student athletes each quarter that are featured on the department's academic wall. The department strives for student athletes to complete their specific degrees or certificates and be eligible to compete athletically at four year colleges.

The Shoreline sport programs also offer partial scholarships for talented athletes in all intercollegiate sports. NWAC rules allow up to 65% of tuition per quarter to be paid by the athletic department for some student-athletes and athletes may work athletic-funded jobs for up to \$1500 per academic year. The NWAC limits the number of scholarships offered and Shoreline's financial resources only allow a certain number of scholarships to be funded so not all scholarships are funded to the maximum limit.

## Intramural and Wellness Programs

(206) 546-6994 • 3000 Building (GYM)  
[shoreline.edu/athletics/intramurals.aspx](http://shoreline.edu/athletics/intramurals.aspx)

The Shoreline Community College Intramural Department encourages all students to participate in a wide variety of recreational activities. The program features tournaments, clubs and specialty programs. Activities are geared towards men and women of all ages and skill levels. Beginners are welcome! Basketball, soccer, ping-pong, and badminton are some of the more popular activities. Club activities are less competitive or non-

competitive in nature. The purpose of these clubs is to allow people with similar interests to get together and participate in their chosen activity. Specialty programs include both individual events and year long activities. The annual ski trip is an example of an individual event, while yoga and Zumba are examples of year long classes. Students are encouraged to become involved and make suggestions for new programs, clubs and events. The Intramural Department works towards providing any activity or program that is of interest to the students of Shoreline Community College.

## Summary of Student Rights

Student Rights and Responsibilities are protected through policies and procedures adopted by the College's Board of Trustees. Following are some of the key policies pertaining to students. A full description of the policies and accompanying procedural guidelines can be found in the office of the Vice President, Students, Equity & Success or via the college website.

# Policies for Students

This section provides summaries of selected policies and procedures that affect students. For complete text and more information, please visit [shoreline.edu/currentstudents/student-policies.aspx](http://shoreline.edu/currentstudents/student-policies.aspx).

## Title IX

Shoreline Community College is in compliance with Title IX of the Educational Amendments of 1972. Title IX prohibits discrimination on the basis of sex and protects students from sexual harassment in a school's educational programs and activities. This amendment protects students in connection with all academic, educational, extracurricular, athletics, and other programs of the institution. Sexual harassment, which is unwelcome conduct of a sexual nature and includes acts of sexual violence, is a form of sex discrimination and violates Title IX as well as Title VII of the Civil Rights Act of 1964.

Shoreline Community College is also in compliance with Title VI of the Civil Rights Act of 1964. All educational programs and services will be administered without regard to race, creed, disability, religion, color, national origin (including minorities with limited English language skills), age, marital status, gender, sexual orientation, or status as a Vietnam-era or disabled veteran.

Inquiries regarding compliance with any of these regulations or relevant grievance procedures should be directed to the Vice President for Students, Equity and Success.

In accordance with the Rehabilitation Act of 1973, Section 504, all educational programs will be provided without regard to physical status. No otherwise qualified individual with disabling conditions shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program, activity or service administered by the college. Students who would be deemed qualified are those individuals who can perform at an acceptable level of productivity in a vocational education and/or academic setting. Reasonable accommodations will be made unless such accommodations will cause undue hardship on the college. Campus facilities and programs are accessible to individuals with disabling conditions.

## Freedom from Discrimination

Shoreline Community College policy prohibits illegal discrimination in any form including, but not limited to, sexual harassment of or by any student, faculty, administrator, or staff. See College Policy 4111 (AffirmativeAction/Equal Opportunity) and 4113 (Discrimination, Harassment and Title IX). If you believe you have been harassed or discriminated against because of your race, ethnicity, gender, age, or marital status, please contact the Vice President for Students, Equity & Success or the Title IX Coordinator at [TitleIXCoordinator@shoreline.edu](mailto:TitleIXCoordinator@shoreline.edu).

## Academic Credit by Prior Learning Assessment

Students can earn academic credit by prior learning by matching their college-level experience to a variety of college course outcomes. Shoreline Community College recognizes that students may have acquired college-level knowledge and skills in a variety of situations: employment, military experiences, internships, independent research, volunteer or civic work, and prior coursework. To minimize the loss of credit and to prevent the repetition of educational achievements, an assessment process for awarding credit for prior learning has been established.

Credit for prior learning must be related to the current theories, practices, and content of the relevant academic field, as assessed by college faculty with current content expertise. Documentation of learning shall be comprehensive, independently verifiable, authentic, and up-to-date. High academic standards for awarding credit will be applied, and the evaluation of prior learning will be consistent with effective contemporary assessment methodologies in respective fields. Evaluation of prior learning may include portfolio reviews, standardized testing, demonstrations, product creation, interviews, and/or other processes as determined by discipline faculty in academic departments. Specific information is provided below regarding Prior Experiential Learning, Extra-Institutional Learning, Credit by Testing, and Course Challenge.

Students considering academic credit by prior learning will meet with faculty advisors to discuss the feasibility of such credit, the available options, petition process (if applicable) and required documentation. Some colleges and universities may not accept academic credit by prior learning as transferable credit.

Please check with the program or division for a listing of the courses available for Awarding Academic Credit by Prior Learning Assessment (College Policy 5164). Learning outcomes achieved through prior learning must match all the outcomes for college course work for students to be awarded credit. Students are encouraged to use the Course Challenge examination process for challenging courses, if available. Not all college coursework is available for academic credit by prior learning.

## Prior Experiential Learning (PEL)

Prior Experiential Learning refers to knowledge and skills acquired through experience alone, evaluated subjectively by faculty via an evaluation of a compilation of work (i.e., portfolio). Credit awarded by PEL may not exceed 25% of credits required for a program, certificate or degree. PEL may not be available for all courses. Student may need to show experiential learning for relevant prerequisite course outcomes as well as the petitioned course. If challenge exam exists for a course, credit by PEL will not be awarded. Instead, pursue Course Challenge (see below). There will be a fee per course petitioned, whether awarded or not.

Procedures are outlined in the Petition for Credit by Prior Experiential Learning.

## Extra-Institutional Learning (EIL)

Extra-Institutional Learning refers to knowledge and skills acquired outside the institution and objectively verified through third-party certifications or industry-recognized testing/training. Shoreline has reviewed certain professional programs which are recognized regionally/nationally and established clear criteria for assigning credits for these programs. Certificates or professional training experiences for which clear criteria do not exist may be reviewed for credit through the PEL or Course Challenge. Procedures are outlined in the Petition for Credit by Extra-Institutional Learning. No Fee.

## Credit by Testing: Advanced Placement (AP) and International Baccalaureate (IB)

Students who complete college-level work in high school can receive appropriate credit or placement or both on the basis of performance in the Advanced Placement Program (AP) of the College Board or the International Baccalaureate® (IB) program.

Request AP test scores be sent to Shoreline Community College by going to the Collegeboard webpage ([collegeboard.org](http://collegeboard.org)). The International Baccalaureate® (IB) provides an official transcript of grades for the Diploma Programme (DP). Request IB transcripts be sent to Shoreline by going to [ibo.org/en/programmes](http://ibo.org/en/programmes). For a complete list of AP and IB scores that can be used for credit, visit [shoreline.edu/placement](http://shoreline.edu/placement). Shoreline does not generally award credit for the College Level Examination Program (CLEP), but exceptions can be made by the appropriate division dean. Relevant courses will be transcribed with a "P" grade at Shoreline Community College for no fee.

## Course Challenge

Students currently enrolled at Shoreline Community College may obtain credit for certain courses by satisfactorily passing course challenge examinations. Course challenge examinations are sufficiently comprehensive to determine that students have the same knowledge and skills as those students who enroll in, and successfully complete, the course. A student should have previous training, private study, work experience, or other bona fide qualifications indicating the student has knowledge or ability equivalent to the course completers.

Course challenge exams may be taken only once per course, and once a decision has been rendered and the grade issued, students will not be allowed to repeat the exam(s); however, they may choose to enroll in the course. A student may not take a challenge exam for a course that they have audited or failed. Not all courses offer Course Challenge examinations. Procedures are outlined in the Petition for Credit by Course Challenge. Fee per course petitioned.

## Community Standard

Shoreline's community standard reads as follows:

"Injustice anywhere is a threat to justice everywhere. We are caught in an inescapable network of mutuality, tied in a single garment of destiny. Whatever affects one directly, affects all indirectly..." Rev. Martin Luther King, Jr.

Shoreline Community College is a place for students, employees, and the community to pursue excellence in education in an environment dedicated to equity, inclusiveness, and self-reflection. We value respectful, dynamic interactions and lively discussion. We strive to create an environment where everyone is supported and valued. Shoreline Community College does not tolerate hateful, violent, or discriminatory actions that target any person or group based on their beliefs, customs, identity, or affiliations. When one of us is diminished, all of us are diminished.

In accordance with this standard, it is Shoreline's policy that all students, employees, vendors, and visitors are expected to treat all students, employees, vendors, and visitors with dignity and respect in their behavior and their communications when they are on campus or involved in a college activity; accept responsibility for the appropriateness of their own conduct; and comply with all laws and contract requirements applicable to workplace and academic behavior.

Students who observe or experience a violation of the community standard are encouraged to:

1. Alert Safety and Security (or law enforcement) if needed
2. Report the incident to the Community Standard email box: [communitystandard@shoreline.edu](mailto:communitystandard@shoreline.edu)
3. Share the incident with an instructor or administrator as needed

Students who engage in behavior that violates the community standard are subject to disciplinary action in accordance with the Student Conduct code. (Policy 5030)

## Expressive Activities

Any recognized student organization, with the knowledge and approval of its advisor, may invite to the campus any speaker the group would like to hear. Although it is the advisor's responsibility through the inviting group to ensure the educational relevance of such programs, all such speakers have complete discretion in the content and manner of their presentation, subject to restraints imposed by federal and/or state constitutions and statutes. Moreover, the appearance of an invited speaker on campus does not involve an endorsement, either implicit or of explicit, his/her views by Shoreline Community College, its faculty, its administration, or its Board of Trustees. (College Policy 1005 - Use of College Facilities for Expressive Activities)

# Use of Human Subjects

It is the policy of the Board of Trustees regarding the use of human subjects to protect the rights, well-being, and personal privacy of individuals, to assure a favorable climate for the acquisition of technical skills and the conduct of academic inquiry, and to protect the interest of Shoreline Community College. (College Policy 5329 -Use of Human Subjects)

## Reasonable Accommodation of Students with Disabilities

Students with disabilities have the right to request and receive reasonable accommodations to ensure access to programs and facilities at Shoreline Community College. To receive such accommodations, students are responsible for directing requests in a timely manner to Student Accessibility Services along with documentation of the nature and extent of their disability. Reasonable accommodations include, but are not limited to: modification and flexibility in test-taking arrangements; adjustments in nonacademic services and other rules; and auxiliary aids and services. (College Policy 5114 - Reasonable Accommodation of Students with Disabilities)

## Student Conduct

See Shoreline's full Conduct Policy (Policy 5030, WAC Chapter 132G-121) for additional details and definitions. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility. The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the College community. The following enumerated rights are guaranteed to each student within the limitations of statutory law and College policy which are deemed necessary to achieve the educational goals of the College: (1) Academic freedom and (2) Due process.

The College may impose disciplinary sanctions against a student who commits, attempts to commit, aids, abets, incites, encourages, or assists another person to commit, an act(s) of misconduct, which include, but are not limited to the following: (1) Academic dishonesty; (2) Other dishonesty; (3) Obstructive or disruptive conduct; (4) Assault, intimidation, harassment; (5) Cyber-misconduct; (6) Property violation; (7) Failure to comply with directive; (8) Weapons (except under certain circumstances); (9) Hazing; (10) Alcohol, drug, and tobacco violations; (11) Lewd conduct; (12) Discriminatory conduct; (13) Sexual misconduct; (14) Harassment; (15) Retaliation; (16) Misuse of electronic resources; (17) Unauthorized access; (18) Safety violations; (19) Violation of other laws or policies; and/or (20) Ethical violation.

Possible disciplinary sanctions for violation of the student conduct code include: (1) Disciplinary warning; (2) Written reprimand; (3) Disciplinary probation; (4) Disciplinary suspension; or (5) Dismissal. Terms and conditions may be imposed alone or in conjunction with the imposition of a disciplinary sanction

including, but not limited to, the following: (1) Restitution; (2) Professional evaluation; (3) Not in good standing; and/or (4) No contact order.

For questions about the Student Conduct Policy, contact the Office of Students, Equity & Success (206) 546-4641, FOSS (Building 5000), Room 5202.

## Student Grievance

Students have recourse to grieve decisions relating to academic evaluations (i.e., grades) by their instructors through an orderly procedure. (College Policy 5035 - Student Grievances - Academic Evaluation)

1. The first step in the academic grievance procedure is to seek out the involved faculty member(s), state the nature of the grievance, and make a serious attempt to mutually resolve the issue. Support for students throughout this process is available through Student Life.
2. If the meeting with the instructor(s) does not resolve the complaint, the student may request a meeting to discuss the grievance with the division dean. This meeting must take place no later than the 20th instructional day (class day) of the next regular academic quarter, excluding summer quarter.
3. If the meeting with the division dean does not resolve the grievance, the division dean will call a meeting with the student and the involved faculty member(s).
4. If the meeting with the division dean and involved faculty member(s) does not produce a mutually satisfactory solution, the student may present the complaint to the Committee for Resolution of Academic Grievances (CRAG). This committee consists of four faculty members, two students, one administrator, and the Vice President for Student Learning.

Grades will only be changed under the following circumstances:

- a. a mistake was made in the calculation of the grade
- b. the instructor(s) did not follow the grading policy stated in the course syllabus or applied the policy selectively
- c. the grading policy for a course was unclear or incomprehensible
- d. the instructor(s) acted in bad faith or in a fraudulent manner

For more details about this process, please see Policy 5035, Student Grievances - Academic Evaluation, Associated Procedures.

## Title IV Student Complaint Process

The Higher Education Act (HEA) prohibits an institution of higher education from engaging in a "substantial misrepresentation of the nature of its educational program, its financial charges, or the employability of its graduates." 20 U.S.C. §1094(c)(3)(A). Further, each State must have "a process to review and appropriately act on complaints concerning the institution including enforcing applicable State laws." 34 C.F.R. §600.9. The Washington State

Board for Community and Technical Colleges (SBCTC) maintains a process to investigate complaints of this nature brought by community and technical college students in the State of Washington. For more information, contact the SBCTC Student Services Office at (360) 704-4315.

## Student Records and Rights to Privacy

All students at Shoreline Community College are protected by the Family Educational Rights and Privacy Act (FERPA) of 1974. Student privacy is protected with certain restrictions on the disclosure of educational records and information. Students have the following rights, protection, and privacy of their educational records at Shoreline Community College.

1. The right to inspect and review their own student education records within 45 days of the day the college receives a request for access. The student should submit a written request to the Enrollment Services identifying the records(s) they wish to inspect.
2. The right to request the amendment of the student's education records the student believes are inaccurate.
3. The right to authorize disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. The College will disclose the following information authorized by FERPA on all students:

- Student name
- Dates of attendance
- Enrollment status (full or part time)
- Major or field of study
- Dates of attendance
- Date of graduation
- Honors
- Degrees and certificates awarded
- Height and weight of student athletes

Directory Information can be released by the College unless the Enrollment Services has received a written notice signed by the student requesting non-disclosure of all student information.

FERPA authorizes disclosure without consent to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including campus security); a person or company with whom the College has contracted (such as an attorney, auditor, collection agent, or verification agency); a person serving on the Board of Trustees; or a student assisting another school official in performing his or her tasks. Upon request, the College may disclose education records without consent to officials of another school in which a student seeks or intends to enroll, and to military recruitment services pursuant to the Solomon Amendment. The College is also required to provide information to the Federal

Government regarding students who may be eligible for the American Opportunity Tax Credit programs. The College does not disclose education records to family members without student written consent.

4. Students have the right to file a complaint with the U.S. Department of Education concerning alleged failure by the college to comply with the requirements of FERPA. The name and address of the Office that administers FERPA:

Family Policy Compliance Office  
US DEPARTMENT OF EDUCATION  
400 MARYLAND, 400 AVENUE, SW  
WASHINGTON, DC 20202-4605

The College's academic regulations are an ongoing concern of the Faculty Senate and the college governance structure. As such, any of the following requirements are subject to periodic review and possible change.

## Academic Standards

Students are expected to maintain a quarterly GPA of 2.0 or higher and earn at least half of the credits attempted each quarter. The College will notify students via email that they have not met academic standards and they will be provided appropriate support at each level.

EXCEPTIONS: Students enrolled exclusively in classes categorized as basic skills (Classification of Instructional Program Code family 32) may be exempted from this policy and the associated procedures. The definition of Academic Standards and the need for appropriate support will be determined by faculty within those courses.

Also, selected academic programs may stipulate additional requirements for academic standards and implement additional procedures for students in those programs. (See full Policy 5032 and Procedures)

## Reasonable Accommodations for Religion/Conscience

Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the quarter using the Faith and Conscience Absence Form.

# Academic Regulations

## Grading

### Procedural Guidelines

#### 1. Time Frame for Assignment of Possible Grades - Fall, Winter, Spring

WEEK(S)	POSSIBLE GRADES
1 - 2	NONE
3 - FIRST DAY OF SEVENTH WEEK	N OR W- IF EARLY EXIT PROCEDURE IS FOLLOWED.
7 - LAST DAY OF INSTRUCTION	I, NC, P, V, Z- IF EARLY EXIT PROCEDURE IS FOLLOWED.
FINAL EXAM WEEK	4.0 - 0.7, H, I, NC, P, V, Z

#### 2. Time Frame for Assignment of Summer Quarter Grades

Enrollment & Financial Aid Services will publish the time frame for summer quarter. (See also Academic Calendar.)

#### 3. Grading System <sup>1</sup>

Grade Issued	Description of Grade
4.0	A
3.0	B
2.0	C
1.0	D
0.7 -0.9	Credit can be granted but will not transfer to Washington state baccalaureate institutions
0.0	Failure to complete minimum requirement
0.0	Unofficial withdrawal from course (V grade)
H	Course in progress
W	Official withdrawal from course
I	Incomplete (see Incomplete Grade for more detail)
P	Satisfactory (credit only, no grade point)
NC	Unsatisfactory (no credit, no grade point)
N	Audit (see Course Audit for detail)
R	Repeat (This is not a grade, but will appear on the transcript beside the lowest grade when a course has been repeated.) This grade will not be factored into GPA
Z	Hardship Withdrawal (no grade point)
*	Assigned when a grade is not submitted by the instructor in time to be processed. When the grades are processed, the earned grade will be recorded

<sup>1</sup>Note: Per state requirements, a minimum grade point of 1.0 is necessary for the transfer of any credit for baccalaureate institutions that accept the AADTA in Washington State. Shoreline Community College uses the numeric grading system and grade-point values, outlined in the Grading System table, for reporting and recording academic achievement in most courses. A grade of 0.7 or above earns credits. Grades of 1.0 and above qualify for transfer credits in the state of Washington. However, a minimum grade is required for some programs for a number of purposes including technical courses, general education requirements, progression in a sequence of classes, and to satisfy

a prerequisite. Students should consult the applicable course descriptions and program requirements if they have questions.

#### H: Hold Grades

Indicates a course has not yet officially ended and the student is actively involved in finishing the required work. With the approval of the Vice President for Student Learning, this grade is used in courses that have an official ending date scheduled after the end of the regular quarter. Upon the completion of the course, the instructor will award the final grades that will replace the H grade on each student's transcript.

#### I: Incomplete

At a student's request, a grade of Incomplete may be given when the instructor agrees that the student, for an unavoidable reason, has been unable to complete a specific course requirement during the eleven-week quarter, but can successfully complete the course work with no additional instruction. The instructor must specify what requirements the student must fulfill in order to convert the Incomplete grade to an appropriate grade on a standard Incomplete Contract form. To obtain credit for the course, the student must convert an Incomplete into an appropriate grade by completing the requirements specified in the standard contract within the time limits specified therein, not to exceed one calendar year from the date of the contract.

#### N: Audit

If a student chooses audit status (N) for a course, they participate in the coursework, but no credit is earned for the course and a grade is not received. A student must register for the course and pay the regular tuition and fees. A student may change their status to and from Audit with instructor permission by completing the appropriate form in Enrollment & Financial Aid Services no later than the first day of the seventh week of the quarter (or the equivalent in summer quarter). An N will appear on the transcript.

#### P/NC: Pass/No Credit &

#### P/0.0: Pass/0.0

This grade is given when a student successfully completes a course offering a Pass/No Credit (P/NC) or Pass/0.0 option. By assigning a P, the instructor certifies a performance level of at least 2.0. P allows credit for the course, but the grade will not be considered in GPA calculations. In college-level courses (numbered 100 and higher) designated as having a P/0.0 or P/NC option, students who wish to be graded on the Pass/0.0 or P/NC option must submit a Student Option Grading Form signed by their instructor to Enrollment & Financial Aid Services no later than the end of the day which constitutes the mid-point of the course. Students in pre-college level courses must request the P/NC or P/0.0 grade no later than the last day of instruction.

Some degrees and programs require all credits be in decimal-graded classes. For those degrees and programs which do allow P credits, no more than 30 credits can be in non-decimal graded classes. Unless a 2.0 performance level is achieved, the student



selecting the P/O.0 option will receive no credit and the grade of O.0, and the students electing the P/NC credit will receive an NC grade. The NC grade will not be considered in the GPA calculation.

#### **V: Unofficial Withdrawal**

To be awarded when a student attends briefly, rarely or not at all and does not officially withdraw with a W grade. This grade counts as a O.0 in GPA calculations.

#### **W: Official Withdrawal**

A W grade will be granted at a student's request only from the first day of the third week through the first class day of the seventh week (or the equivalent for the summer quarter) provided the student follows the early exit procedure. No Ws will be given after the cut off date. Ws remain on the transcript but are not counted in GPA computations. A student may not withdraw to avoid consequences of cheating, plagiarism or other intellectual dishonesty.

#### **Z: Hardship Withdrawal**

This grade may be given at a student's written request and the instructor's agreement that an unforeseen crisis and/or unusual, extreme circumstance has occurred after the official withdrawal period is over which has interfered with or interrupted the student's ability to attend class and continue performing passing course work. Prior to the end of the official withdrawal period, the W grade should be used. This grade will not be considered in GPA calculations.

## **4. Dropping or Withdrawing from a Class**

### **a. Dropping a Class**

- i. Drop procedures are initiated by the student. When a student drops a class, no grade will be assigned and no record of registration will appear on the transcript
- ii. Through the tenth class day (or summer equivalent), the student may drop a class without instructor permission.
- iii. A student may not drop a class to avoid consequences of cheating, plagiarism, or other intellectual dishonesty.

### **b. Withdrawal from a Class**

- i. Withdrawal procedures are initiated by the student. When a student withdraws from a class, a grade of W will be assigned and registration is recorded on the transcript.
- ii. From the eleventh instructional day and through the first class day of the seventh week of a regular quarter (or the summer quarter equivalent), the student may officially withdraw from a class by obtaining the instructor's signature or emailed permission.
- iii. The student will follow procedures by notifying Enrollment & Financial Aid Services in order to officially withdraw immediately after obtaining instructor permission.

- iv. A student may not withdraw to avoid consequences of cheating, plagiarism or other intellectual dishonesty.

### **c. Early Withdraw Procedure if Extreme or Unusual Circumstances Apply**

This may be invoked when early withdrawal procedures in 4.b. cannot be followed.

- i. If circumstances do not permit completion of the normal withdrawal procedure, the instructor, appropriate division dean, or the Vice President for Students, Equity & Success, if necessary, may sign a Schedule Change form to withdraw the student.
- ii. In such cases, if the person signing the withdrawal form is not the instructor, the person signing the form shall notify the student's instructor(s) of the circumstances in order that the instructor may award the appropriate grade.

### **d. Hardship Withdrawal**

- i. The student completes a Student Written Request to Instructor for Hardship Grade Form and submits it, along with appropriate documentation of the hardship, to the instructor.
- ii. If, at the instructor's discretion, the request for hardship withdrawal is granted, a grade of Z will be assigned and registration will be recorded on the transcript. This grade will not be considered in GPA calculations.

## **5. Repeating a Course**

Courses may be repeated to improve a grade, but credit is applied only once. In no circumstance will any course be repeated more than twice in order to improve a grade; this is defined as two repeats in addition to the original enrollment. This limit may not apply to all pre-college level courses (numbered less than 100).

To repeat a course for the purpose of improving a grade, the student must register for the course, submit a Course Repeat form to Enrollment & Financial Aid Services during the quarter in which the student is repeating the course, and pay all necessary fees. The lower grade remains on the transcript and is designated with an "R", and only the highest grade awarded in a repeated course will be used in calculating GPA at the College. Other colleges and universities may not accept a grade earned in a repeated course. If accepted, the grade may be treated differently in the calculation of grade point average.

## **6. Computation of Grade Point Average (GPA)**

The number of credits for each course is multiplied by the numerical grade awarded resulting in the grade points for that course. The GPA is computed by dividing the sum of the grade points earned in courses awarding numerical grades and V grades by the total number of credits attempted in those courses. H, I, N, NC, P, W, and Z grades are not assigned weights and are not used in computing GPA. When a student transfers from Shoreline Community College to another institution, the grading policy of the

receiving institution will be applied to the transcript and the computation of the GPA.

## 7. Grading Systems

- a. **Mandatory Numerical Grade:**  
Students will be awarded grades from 4.0 to 0.7 in 0.1 increments, O.0, H, I, V, W, or Z.
- b. **Mandatory and Optional Pass/No Credit Systems:**  
Divisional faculty, acting in appropriate disciplinary subunits, may designate certain courses as Mandatory or Optional Pass/No Credit. Faculty will report any change in designation through divisional planning committees and the Curriculum Committee, as well as insure that the correct designation then appears in the quarter class schedule.
  - i. **Grading in Mandatory Pass/No Credit Courses.**  
The instructor will give only an H, I, N, NC, P, V, W, or Z grade as defined in section 3.
  - ii. **Grading in Optional Pass/0.0 and Pass/No Credit Courses.**  
Students wishing to be graded on the Pass/0.0 or Pass/NC system must submit a pass option form signed by their instructor to the registration desk no later than the end of the day which constitutes the midpoint of the course. Students selecting this option will receive a O.0, H, I, N, NC, P, V, W, or Z grade as defined in section 3. Students not qualifying for this optional grading system will receive a numerical grade. Students in pre-college level courses must request the P/NC or P/0.0 grade no later than the last day of instruction. Courses assigned by faculty to mandatory or optional pass/no credit will be marked on each quarter's class schedule. All unmarked courses will use only the numerical grading system.

## Grade Reports

Grade reports are not mailed to students. Students may view or print an unofficial transcript of their final grades from the College's web site.

## Grade Changes

Instructors must submit a signed grade change form to the Records Desk in Enrollment & Financial Aid Services to change a grade. Grade changes are allowed only within one year of the date the original grade was issued.

## High Scholarship

### President's List

Full-time students (enrolled for at least 12 credits) who have earned at least 30 hours of credit, all of which are used in the computation of the grade-point average\*, and who earn a cumulative grade-point average of 3.9 or higher are named to the

President's List. In addition, students who attain a cumulative grade-point average of 3.9 to 4.0 shall be designated President's Scholars at graduation.

\* Mandatory P/NC/0.0 courses are excluded from this requirement.

### Vice President's List

Full-time students (enrolled for at least 12 credits) who have earned at least 30 hours of credit, all of which are used in the computation of the grade-point average\*, and who achieve a quarterly grade-point average of 3.9 or higher have their name placed on the Vice President's List and shall be designated V.P. Scholar.

\* Mandatory P/NC/0.0 courses are excluded from this requirement.

### Honors List

Full-time students (enrolled for at least 12 credits) who have earned at least 30 hours of credit, all of which are used in the computation of the grade-point average\*, and who earn a quarterly grade-point average of 3.6 to 3.89 are named to the Honors List.

Students who attain a grade-point average of 3.6 to 3.89 shall be designated Honors Graduates at graduation. Eligibility for these lists is determined by the Faculty Senate and the college governance structure. As such, the standards governing eligibility are subject to periodic review and possible change.

\* Mandatory P/NC/0.0 are excluded from this requirement.

### Phi Theta Kappa

Phi Theta Kappa is the national honors scholastic fraternity for American community and junior colleges. Its primary goal is to recognize outstanding community college scholars. To be eligible, a student (either full- or part-time) must have a cumulative grade-point average of at least 3.5 and a minimum of 12 transferable credit hours at Shoreline Community College. Once accepted, the student must maintain a cumulative 3.3 GPA while at the college.

## Academic Standards

Students are expected to maintain a quarterly GPA of 2.0 or higher and earn at least half of the credits attempted each quarter. The College will notify students via email that they have not met academic standards and they will be provided appropriate support at each level.

There are three (3) stages of Academic Standards. The first time a student earns a quarterly grade point average of less than 2.0 or does not pass at least half of their attempted credits will be placed on Academic Alert. A list of College resources may be included in their notification. If a student earns a quarterly grade point average of less than 2.0 or does not pass at least half of their attempted credits for a second consecutive quarter they will be placed on Academic Intervention. A registration hold will be

placed on their account and they will be required to meet with a designated faculty advisor (general advisor, International Education advisor, program advisor, etc.) to develop specific steps to improve their academic performance and determine appropriate support services. If a student earns a quarterly grade point average of less than 2.0 or does not pass at least half of their attempted credits for a third consecutive quarter they will be placed on Academic Restriction. Students shall be notified by the College via email that they have not met academic standards, a registration hold will remain on their account, and the Vice President of Student Learning (VP-SL) or their designee may reduce credit load, suspend, and/or continue previously required steps or services.

Students will remain on Academic Restriction until improvements are made. Once academic standards have been met for one quarter, all holds and restrictions will be removed and the student will no longer be on Academic Alert. Students who are suspended may complete and submit a Petition for Reinstatement to the VP-SL or designee. Readmitted students will remain at Stage 3, Academic Restriction until they meet academic standards.

**EXCEPTIONS:** Students enrolled exclusively in classes categorized as basic skills (Classification of Instructional Program Code family 32) may be exempted from this policy and the associated procedures. The definition of Academic Standards and the need for appropriate support will be determined by faculty within those courses.

Also, selected academic programs may stipulate additional requirements for academic standards and implement additional procedures for students in those programs.

## Fresh Start

Students who have not been in attendance at Shoreline Community College or any institution of higher learning for a period of 18 months may request the elimination of their previous Shoreline credits and GPA. The student's academic record and transcript will continue to show the previous courses taken and grades received, but the grades for previous courses will not be used in the calculation of the student's Shoreline GPA, and credits earned may not be used to satisfy graduation requirements. If a student transfers to another college or university, the receiving institution may accept credits and recalculate the GPA according to its own policies. Quarters that include courses used toward the awarding of previous degrees or certificates cannot be expunged.

## Credit Information

### Credit and Credit Loads

The academic year at Shoreline Community College is three quarters of 11 weeks each. In addition, Shoreline holds an eight-week summer session. In general, a class that meets one hour a week yields 1 hour of credit per quarter; one that meets five hours a week yields 5 credit hours. Laboratory and some other classes may vary from this pattern.

## Awarding Academic Credit by Prior Learning Assessment

See Policies for Students for more information.

## Placement Reciprocity

Based on placement into English and math pre-college and college level courses at other Washington State community and technical colleges, students can request equivalent placement at Shoreline Community College. The placement recommendation must be in the last 2 years. Please see the College website for Shoreline's current "Placement from another College" practices at [shoreline.edu/placement](https://shoreline.edu/placement).

## Common Course Numbering

Common course numbering (CCN) makes it easier for students to transfer courses between community and technical colleges in Washington because equivalent courses are labeled the same across all colleges. An ampersand ("&") following a course department name, (e.g. ACCT& 201) indicates that the course has a common course number. For more information see: <https://ccn.sbctc.edu>.

## Attendance

Students are expected to attend all sessions of classes in which they are enrolled, in accordance with instructor requirements.

Due to the observance of religious holidays, students who expect to be absent during certain days of the course must provide written notice to the faculty within the first two weeks of the quarter. The notice must include the specific dates the student requests accommodations regarding examinations or other activities. Faculty will coordinate with the student on scheduling examinations or other activities necessary for completion of the course which includes rescheduling examinations or activities or offering different times for examinations or activities.

## Student Classification

Students are considered freshmen until they have completed 45 credit hours, at which time they become sophomores.

## Final Examinations

Final examinations are held at the end of each quarter. Students are required to take the final examination at the time and date specified on the Final Exams Schedule page ([shoreline.edu/apply-and-aid/registration/final-exams.aspx](https://shoreline.edu/apply-and-aid/registration/final-exams.aspx)) in order to receive credit for a course. \*Students who have three (3) or more final exams in one day and cannot come to an agreement with their instructor(s) regarding final rescheduling may petition to the division dean. Such a petition must be received in writing at least two weeks before the beginning of the first day of examinations. Division deans will consult with the affected faculty members before approving or disapproving the petition. Finals for Summer Quarter are given during the last scheduled meeting of the class.

# Official Transcripts

An official transcript is a record of the student's academic grades. It shows courses taken, credits earned, grades received, transfer credits accepted, and degrees or certificates received at Shoreline. An official transcript carries the registrar's signature and the college seal. As transcript fees are subject to change, please visit the transcript page of the college website at [shoreline.edu/enrollment-services/registration/transcript-request.aspx](http://shoreline.edu/enrollment-services/registration/transcript-request.aspx) for the latest fee information. Please allow three to five business days for processing of transcript requests.

# Graduation Regulations

Students may elect to graduate under the official catalog published at the time they first begin their degree or certificate at Shoreline Community College, provided they remain continuously enrolled and the time lapsed does not exceed five years. Continuous enrollment is defined as attending a minimum of two quarters during each academic year. If students are not continuously enrolled, they must follow the graduation requirements in the catalog in effect when they re-enter the College. Any student may choose to graduate under the degree or certificate requirements in the current catalog at the time of graduation. (For exceptions in programs such as nursing, see below.) Some programs require a separate application to enter the program. For such programs, students must meet the graduation requirements in place at the time they entered the program or at the time they graduate. For more information, consult an advisor.

Students should ensure they have submitted all documentation of how requirements are met, including official transcripts from other colleges, as well as any documentation of prior learning, if applicable. Students are encouraged to have incoming credit evaluated and meet with an advisor as early as possible. After consultation with the faculty advisor, it is ultimately the student's responsibility to choose and implement his or her program to see that all specific requirements for that program and all general requirements for graduation from the college have been met in an acceptable manner.

To receive a degree or certificate from Shoreline Community College, a student must:

1. Achieve an overall 2.0 cumulative grade point average for all college level courses (numbered 100 and higher) used to satisfy degree requirements, including both Shoreline Community College course work and courses accepted in transfer from other colleges.
2. Earn at least 25 credits or 25% (whichever is lower) of the credits being applied toward the degree or certificate from Shoreline.
3. Fulfill all financial obligations to the college.
4. Meet all requirements of the specific degree or certificate for which they are applying.
5. Satisfy all general and specific requirements of the College, described in the College rules and policies.

NOTE: Certain Shoreline Community College programs may have different grade and graduation requirements. Please consult with

a representative of the particular program for details. Institutions to which students transfer after completing their Shoreline degree may calculate G.P.A. differently and may have higher G.P.A. requirements.

Students who are eligible for a degree or Certificate of Proficiency should complete an Application for Degree or Application for Certificate of Proficiency one quarter prior to completing their program of study. Certificates of less than 45 quarter credits are automatically conferred and will appear in students' academic record. Degrees will be awarded on a quarterly basis.

Graduating students do not need to be in attendance to apply for graduation.

Students who enroll as degree-seeking at a four-year regionally accredited institution of higher education before attaining their associate degree, but after completing sixty (60) quarter credits or more of transferable coursework at Shoreline, may transfer credits back to Shoreline to use toward completion of a two-year academic transfer degree.

# Graduation Ceremony (Commencement)

Students who have graduated during the previous fall and winter quarters will be invited to participate in the annual spring commencement ceremony, along with all applicants for spring and summer quarter graduation. Participation in the ceremony is not an indication of graduation. In order to be included in the ceremony, graduation applications for spring and summer must be received by the second week of April. For more information on how to apply for graduation and to participate in the annual spring graduation ceremony, call (206) 546-5841. Diplomas are mailed eight to twelve weeks after the end of the quarter degree is earned.

# Washington 45

The list of courses in Washington 45 does not replace the Direct Transfer Agreement (DTA), Associate in Science Tracks I and II or any Major Related Program (MRP) agreement, nor will it guarantee admission to a four-year institution.

A student who completes courses selected from within the general education categories listed below at a public community, technical, four-year college or university in Washington state will be able to transfer and apply a maximum of 45 quarter credits toward general education requirement(s) at any other public and most private higher education institutions in the state (NOTE1).

For transfer purposes, a student must have a **minimum grade of C or better (2.0 or above) in each course** completed from this list.

Students who transfer Washington 45 courses must still meet a receiving institution's admission requirements and eventually satisfy all their general education requirements and their degree requirements in major, minor, and professional programs.

## General Education Core Requirements | 20 Credits

### Communications - 5 Credits

- ENGL& 101
- ENGL& 102

### Quantitative / Symbolic Reasoning - 5 Credits

- MATH& 107 \*
  - MATH& 148
  - or
  - MATH& 151
- \* Students planning to transfer to the University of Washington must consult Math Advising, [mathadvising@shoreline.edu](mailto:mathadvising@shoreline.edu)

## Distribution Area Requirements | 45 Credits

### Humanities - 10 Credits

(10 credits in two different subject areas or disciplines)  
(NOTE 2)

### Natural Sciences - 5 Credits

(10 credits in two different subject areas or disciplines)

## Social Sciences - 5 Credits

(10 credits in two different subject areas or disciplines)

## Humanities

- PHIL& 101
- MUSC& 105
- DRMA& 101
- ENGL& 111 or
- HUM& 101
- BIOL& 100
- BIOL& 160 with lab
- ASTR& 100
- ASTR& 101 with lab
- CHEM& 105
- CHEM& 100 with lab
- CHEM& 121 with lab
- CHEM& 161
- CHEM& 162
- ENVS& 100
- ENVS& 101
- PHYS& 121
- GEOL& 101 with lab
- PSYC& 100
- SOC& 101
- POLS& 101
- POLS& 202
- HIST& 116 - HIST& 118
- HIST& 146 - HIST& 148

### For colleges that use History as Humanities

- HIST& 116 - HIST& 118
- HIST& 146
- HIST& 147
- HIST& 148

## Additional Credits

Additional 5 credits in a different discipline can be taken from any category listed above.

*NOTE: Although these courses are listed under categories, the actual course may satisfy a different general education category at a receiving institution.*

<sup>1</sup> Many private non-profit colleges and universities have distinct general education requirements, therefore, students should check with institutions(s) they plan to attend regarding application of transfer credits that will meet general education requirements.

<sup>2</sup> *Disciplines are sometimes called subject or subject matter areas and designated by a prefix (i.e., PHIL for Philosophy and POLS for Political Science).*

# Distribution Requirements

The following is a list of classes that satisfy Shoreline's 2020-2021 AA-DTA degree requirements. Credits for a specific course may be used only once and may not be applied toward more than one distribution area. Course numbers with an "&" are common course numbers with content that is consistent across Washington state community and technical colleges.

## I. GENERAL EDUCATION CORE REQUIREMENTS | 20 CREDITS

### COMMUNICATIONS — 10 Credits

English &101

English &102

### MULTICULTURAL UNDERSTANDING — 5 Cr

Communication Studies 203, 285

Gender and Women's Studies 284

History 245

Humanities 105

Multicultural Studies 105

Psychology 230

Sociology 270

### QUANTITATIVE / SYMBOLIC REASONING — 5 Credits

Math &107\*, 111, &141, &142, &146\*, &148, &151, &152, &163, 207, 208, 211, &264

Philosophy &120\*

\* Students planning to transfer to the University of Washington must consult Math Advising, [mathadvising@shoreline.edu](mailto:mathadvising@shoreline.edu)

## II. DISTRIBUTION AREA REQUIREMENTS | 45 CREDITS

### HUMANITIES — 15 Credits

Select from at least two different disciplines (e.g., Art and Drama). Maximum of 5 credits allowed in Performance/Skills. No more than 5 credits in a world language at the 100 level.

#### General Humanities

American Ethnic Studies 106, 215

American Sign Language &121-&123

Art &100, 234

Art History 204, 210, 224-226

Chinese &121-&123

Cinema 201, 202

Communication Studies &101, &102, 203, &210, &220, 285

Drama &101

English &111-&113, 154, 200, 207, &220, &226-&228, 229, &244-&246, 247, 248, 257, 265, 271, 272, 281, 282, 287-289

French &121-&123

Honors 100

Humanities 105, 111-113, 140, 275

Japanese &121-&123, &221-&223

Music 100, &105, 106, 108, 109, &141-&143, 150, 206, 224, &241-&243

Philosophy &101, 102, &115, 210, 240, 248, 267

Spanish &121-&123, &221-&223

#### Perf. Skills /Applied Theory — 5 Credits Max

Art 109, 110, 121-123, 131-134, 144-146, 251-256, 260-262, 271-273

Communication Studies 140, &230, 244, 245, 247, 292-294

Drama 144-146, 155-157, 207-209, 224-226, 234, 235, 244, 246, 255, 293

English &230, 279

Film 255-258, 266, 285, 286, 290, 292-295

Music 107, 114, 115, 118-120, 135, 136, 140, 144, 146, 147, 151-156, 161-167, 170, 175, 180, 184, 196, 204, 205, 210-212, 225, 226, 251-253, 264, 268, 270, 280, 284, 296

VCT 267

### NATURAL SCIENCES — 15 Credits

Select from at least two different disciplines (e.g. Biology and Physics). At least 10 credits required in Physical, Earth, and/or Biological Sciences, including at least 5 credits of lab science. Maximum 5 credits from Other Science courses.

#### Physical, Earth, Biological Sciences

##### Laboratory Sciences -5 Credits Min.

Astronomy &101

Biology 107, 124, 126, 144, &211-&213, &231, &232, &241, &242, 244, 249, &260, 274, 275, 277

Chemistry &110, &121, &131, 171/181, 172/182, 173/183, &241/271, &242/272, &243/273

Environmental Science &101, 202

Geography 203, 204

Geology &101, &110, &115, &208

Oceanography &101

Physics 110, &114-&116, &221-&223

##### Non-Laboratory Sciences

Anthropology &205

Biology 110, 150, &170, 270, 276

Chemistry 255

Environmental Science &100

Geology 107

Psychology 202

##### Other Science Courses

5 Credits Max.

Engineering 205, 206

Math &107, 111, &141, &142, &146, &148, &151, &152, &163, &171, 207, 208, 211, &264

Nutrition &101

Philosophy &120

### SOCIAL SCIENCES — 15 Credits

Select from at least two different disciplines (e.g., Psychology and History).

American Ethnic Studies 106, 119

Anthropology &100, 130, 140, &204, &206, &207, 215

Business &101

Child Advocacy Studies 102, 202, 285

Communication Studies &102

East Asia 216, 218

Economics 100, &201, &202, 291-295

Gender and Women's Studies 205, 215, 284-286, 288

Geography &100, 123, &200, 277, 295

History &116-&118, &136, &137, &146-&148, 207, &214, &215, 218, &219, 234-238, 245-247, 275, 295

Honors 100

International Studies 101, 123, 200, 201, 205, 292, 295

Multicultural Studies 105, 205, 210, 238, 250

Philosophy &101, 102, &115, 210, 240, 248, 265, 267, 295

Political Science &101, &201-&203, 221, 222, 291-295

Psychology &100, &200, 208-210, &220, 225, 230, 236, 245, 295

Sociology &101, 102, 112, 135, 136, 137, &201, 202, 250, 270, 288, 295

## III. GENERAL ELECTIVES | 25 Credits

A minimum of 25 additional college-level credits numbered 100 or above is required for electives. Developmental courses and courses numbered below 100 may not be used. Electives may include any course listed in the distribution areas or in the Elective Courses section of the 2019-20 catalog. A maximum of 15 credits from the Restricted Electives course list in the catalog may be included and a maximum of 3 credits in Physical Education.

## Associate in Arts, AA-DTA Planning Guide

### AA-DTA: What is it?

### Direct Transfer Agreement

The AA-DTA, known as the direct transfer degree, is an agreement between Washington state community colleges and baccalaureate institutions. The credits earned in the AA-DTA transfer as a package to most baccalaureate colleges and universities in Washington, generally satisfying all of the lower division general education requirements and granting junior standing; it does not guarantee admission.

### Requirements

The AA-DTA requires a minimum of 90 quarter credits in college level courses numbered 100 or above with a cumulative college level GPA of 2.0 or higher. Each individual course must have a minimum grade of 1.0. There are three categories of requirements: 20 credits of general education core requirements, 45 credits of discipline-specific distribution requirements, and 25 credits of electives. You should select courses to explore your academic interests and begin preparing for an academic major within the AA-DTA degree guidelines.

### Where do I Start?

**Talk with an advisor at Shoreline.** Shoreline advisors can provide guidance about which courses to take and how to prepare for different majors.

**Understand the AA-DTA requirements.** Review this Degree Planning Guide and make sure you understand what it takes to complete your degree at Shoreline. (AA-DTA Degree Planning Guide )

**Prepare for a major.** When you transfer, you will likely enter as a junior. You should consider what major you would like to prepare for there while you are here. Use Shoreline's Major Preparation Sheets to learn more about different majors and which courses will prepare you for those majors.

**Understand admissions requirements.** School admission requirements, deadlines, and application details vary. Check the website of your chosen school or schools and search for "Transfer admissions" to find their specific requirements. At many schools, you must apply to the school and then apply separately to the major.

**Understand graduation requirements.** All four-year programs have specific requirements to graduate and some schools require up to two years of a world language to graduate. Once you have decided upon a major or majors, visit the website of the departments where you will be applying; contact advisors at the four-year school to learn more.

### What do I need to take?

Below is a summary of the categories of required courses for the AA-DTA. In selecting your classes, consult your Major Planning Sheet for recommendations related to pursuing a particular major.

#### General Education - 20 Credits

Courses used in General Education (Gen Ed) Core may not be used for distribution.

#### Communication (10 Credits)

- ENGL& 101 English Composition I **Credits: 5**
- ENGL& 102 Composition II: Reasoning/Research/Writing **Credits: 5**

#### Multicultural Understanding (5 Credits)

Choose *one* of the following courses: CMST 203, CMST 285, GWS 284, HIST 245, HUM 105, MCS 105, PSYC 230.

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following classes:

MATH& 107, MATH 111, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH 207, MATH 208, MATH 211, MATH& 264, PHIL& 120

\* Students planning to transfer to the University of Washington must consult Math Advising, mathadvising@shoreline.edu.

#### Distribution Requirements - 45 Credits

See Courses That Meet Transfer Degree Requirements



## Humanities (15 Credits)

Select from at least two different disciplines (e.g., Art and Drama) in Humanities. Maximum of 5 credits allowed in Performance/Skills courses. No more than 5 credits in a world language at the 100 level.

Walla Walla University  
Western Governors University  
Whitworth University

## Natural Sciences (15 Credits)

Select from at least two different disciplines (e.g. Biology and Physics) in Natural Sciences. At least 10 credits required in Physical, Earth, and/or Biological Sciences, including at least 5 credits of lab science. Maximum 5 credits from Other Science courses.

## Social Sciences (15 Credits)

Select from at least two different disciplines (e.g., Psychology and History) in Social Sciences.

## General Electives - Minimum 25 Credits

Consists of other college-level courses or unrestricted courses. A maximum of 15 credits allowed for restricted/vocational courses, and a maximum of 3 credits allowed in Physical Education. Please see the lists of Restricted Electives and Elective Courses (Non-restricted) .

## Where can I Transfer?

The AA-DTA makes it possible for students to transfer to a number of public and private colleges and universities in the U.S. with junior standing. Washington State institutions that subscribe to the Direct Transfer Agreement are listed below.

## Public Institutions

Central Washington University  
Eastern Washington University  
The Evergreen State College  
University of Washington  
Washington State University  
Western Washington University

## Private Institutions

Bastyr University  
City University  
Cornish College of the Arts  
Gonzaga University  
Heritage College  
Northwest University  
Pacific Lutheran University  
Saint Martin's University  
Seattle Pacific University  
Seattle University

# Associate in Science - Track 1, AS-T1 Planning Guide

## AS-T (Track 1): What is it?

## Transferring with an AS-T Track 1

The AS-T degree transfers as a package to most baccalaureate colleges and universities in Washington state, satisfying most pre-major requirements and some general education courses for junior standing. In the AS-T you will take many science and math courses during your two years at Shoreline, and take most of your distribution requirements in humanities and social sciences after you transfer. Completing the AS-T degree will prepare you for the pathways listed below (for other science and engineering majors, see AS-T Track 2).

## Requirements

The AS-T degree requires a minimum of 90 quarter credits in courses numbered 100 or above and a cumulative college-level GPA of 2.0 or higher. Each individual course must have a minimum grade of 1.0. Students granted the degree are normally awarded junior status and in most cases will be able to complete their Bachelor's in two additional years of full-time study. Completion of the AS-T degree does not guarantee admission.

## Majors/Pathways

Biological Sciences  
Chemistry/Biochemistry  
Environmental Health  
Environmental Sciences  
Geology and Earth Sciences  
Medical Technology  
Oceanography and Marine Sciences  
Pharmacy  
Veterinary Medicine  
Dentistry

## Where do I Start?

**Talk with an advisor at Shoreline.** Shoreline advisors can provide guidance about which courses to take and how to prepare for different majors.

**Understand the AS-T Track 1 requirements.** Review this Degree Planning Guide and make sure you understand what it takes to complete your degree at Shoreline. Note that many courses listed have pre-requisites, so be sure to consult the course catalog during planning.

**Prepare for a major or pathway.** Because you will enter as a junior, you will need to consider what major you would like to prepare for. Use Shoreline's Major Preparation Sheets to learn more about different majors and which courses will prepare you for those majors.

**Understand admissions requirements.** School admission requirements, deadlines, and application details vary. Check the web site of your chosen school or schools and search for "Transfer admissions" to find their specific requirements. At many schools, you must apply to the school and then apply separately to the major.

**Understand graduation requirements.** All four-year programs have specific requirements to graduate and some schools require up to two years of a world language to graduate. Once you have decided upon a major or majors, visit the web site of the departments where you will be applying; contact advisors at the four-year school to learn more.

## What do I need to take?

Below is a summary of the categories of required courses for the AS-T Track 1. In selecting your classes, consult your **Major or Pathway Planning Sheet** for recommendations related to pursuing a particular major or pathway. See below for available courses in each category.

### General Education - 18-20 Credits

### Communication (8-10 Credits)

Take ENGL& 101 and either ENGL& 102, ENGL& 230, or CMST& 101.

- ENGL& 101 English Composition I **Credits: 5**

### Multicultural Understanding (5 Credits)

Select *one* of the following courses:

CMST 203, CMST 285, GWS 284, HIST 245, HUM 105, MCS 105, PSYC 230

### Quantitative/Symbolic Reasoning (5 Credits)

- MATH& 151 Calculus I **Credits: 5**

### Humanities and Social Sciences - 15 Credits

Select one course from the Humanities course list, one course from the Social Sciences course list, and a third course from either list.

## Pre-Major Program - 55-57 Credits

### Science (19.5 Credits)

- CHEM 171 General-Inorganic Chemistry I **Credits: 4** and
- CHEM 181 General-Inorganic Chemistry I (Lecture-Lab) **Credits: 2.5**
- CHEM 172 General-Inorganic Chemistry II **Credits: 4** and
- CHEM 182 General-Inorganic Chemistry II (Lecture-Lab) **Credits: 2.5**
- CHEM 173 General-Inorganic Chemistry III **Credits: 4** and
- CHEM 183 General-Inorganic Chemistry III (Lecture-Lab) **Credits: 2.5**

### Additional Math (10 Credits)

Take MATH& 152, and either MATH& 163 or MATH 211.

- MATH& 152 Calculus II **Credits: 5**

### Science Sequence (15-16.5 Credits)

**Select one of the following sequences.** Sequences should not be broken up between institutions (for example, the three-quarter physics sequence should be taken entirely at Shoreline or entirely at another school).

Consult an advisor and your major or pathway planning sheet to choose.

Biology: BIOL& 211, BIOL& 212, BIOL& 213

Algebra-based Physics: PHYS& 114, PHYS& 115, PHYS& 116

Calculus-based Physics: PHYS& 221, PHYS& 222, PHYS& 223

### Major Sequence and/or Supporting Credits (10-15 Credits)

Sequences should not be broken up between institutions (for example, the three-quarter physics sequence should be taken entirely at Shoreline or entirely at another school).

Consult an advisor and your major or pathway planning sheet to choose.

CHEM& 241/CHEM 271, CHEM& 242/CHEM 272, CHEM& 243/CHEM 273

BIOL 100 or 200 level\*

ENVS& 101, ENVS 202

GEOL& 101, GEOL& 115, GEOL& 208

GEOG 203, GEOG 204

MATH 207, MATH 208, MATH 211\*, MATH& 264

OCEA& 101

PHYS& 114/PHYS& 115/PHYS& 116\*

PHYS& 221/PHYS& 222/PHYS& 223\*

\* If not already used as a science sequence or general education requirement.

### Where can I Transfer?

The AS-T, Track 1 makes it possible for students to transfer to a number of public and private colleges and universities in the U.S. with junior standing. Washington state institutions that accept the AS-T Track 1 are listed below.

### Public Institutions

Central Washington University  
Eastern Washington University  
The Evergreen State College  
University of Washington  
Washington State University  
Western Washington University

### Private Institutions

Bastyr University  
City University  
Cornish College of the Arts  
Gonzaga University  
Heritage College  
Northwest University  
Pacific Lutheran University  
Saint Martin's University  
Seattle Pacific University  
Seattle University  
Trinity Lutheran College  
Whitworth University

# Associate in Science - Track 2, AS-T2 Planning Guide

## AS-T (Track 2): What is it?

## Transferring with an AS-T Track 2

The AS-T degree transfers as a package to most baccalaureate colleges and universities in Washington state, satisfying most pre-major requirements and some general education courses for junior standing. In the AS-T you will take many science and math courses during your two years at Shoreline, and take most of your distribution requirements in humanities and social sciences after you transfer. Completing the AS-T degree will prepare you for the pathways listed below (for other science and engineering majors, see AS-T Track 1).

## Majors/Pathways

Aeronautical, Civil, Industrial, Materials Science and Mechanical Engineering (MRP)\*

Astronomy and Atmospheric Sciences

Bioengineering and Chemical Engineering (MRP)\*

Computer and Electrical Engineering (MRP)\*

Engineering, General

Physics

## Requirements

The AS-T degree requires a minimum of 90 quarter credits in courses numbered 100 or above and a cumulative college-level GPA of 2.0 or higher. Each individual course must have a minimum grade of 1.0. Students granted the degree are normally awarded junior status and in most cases will be able to complete their Bachelor's in two additional years of full-time study.

*\* A Major Related Program (MRP) is a type of AS-T that prepares students for entrance into select majors at particular four-year schools. These programs have specific **required classes** within the AS-T degree, and will be shown on your transcript as a different type of degree than the general AS-T. Consult the relevant MRP Degree Planning Guide for more information.*

## Where Do I Start?

**Talk with an advisor at Shoreline.** Shoreline advisors can provide guidance about which courses to take and how to prepare for different majors.

**Understand the AS-T Track 2 requirements.** Review this Degree Planning Guide and make sure you understand what it takes to complete your degree at Shoreline.

**Prepare for a major or pathway.** Because you will enter as a junior, you will need to consider what major you would like to prepare for. Use Shoreline's **Major Preparation Sheets** to learn more about different majors and which courses will prepare you for those majors.

**Understand admissions requirements.** School admission requirements, deadlines, and application details vary. Check the web site of your chosen school or schools and search for "Transfer admissions" to find their specific requirements. At many schools, you must apply to the school and then apply separately to the major.

**Understand graduation requirements.** All four-year programs have specific requirements to graduate and some schools require up to two years of a world language to graduate. Once you have decided upon a major or majors, visit the web site of the departments where you will be applying; contact advisors at the four-year school to learn more.

## What do I need to take?

Below is a summary of the categories of required courses for the AS-T Track 2. In selecting your classes, consult your **Major Planning Sheet** for recommendations related to pursuing a particular major or pathway. See below for available courses in each category. Note that a Major Related Program (MRP) includes additional requirements.

*Planning guides are intended to guide students toward completing degree requirements. They are not intended to communicate admissions requirements of 4-year institutions. Students are strongly urged to consult with an advisor, college/university admissions staff, and the catalog of the 4-year institution to which they plan to transfer. Other conditions and restrictions may also apply.*

## General Education - 18-20 Credits

Courses used in General Education (Gen Ed) Core may not be used for distribution.

## Communication (8-10 Credits)

Take ENGL& 101 and either ENGL& 102, ENGL& 230, or CMST& 101.

- ENGL& 101 English Composition I **Credits: 5**

## Multicultural Understanding (5 Credits)

Select *one* of the following courses:

HUM 105, CMST 203, CMST 285, GWS 284, HIST 245, MCS 105, PSYC 230.

## Quantitative/Symbolic Reasoning (5 Credits)

- MATH& 151 Calculus I **Credits: 5**

## Distribution Requirements - 10 Credits

See Courses That Meet Transfer Degree Requirements

### Humanities (5 Credits)

Choose one course from the Humanities course list.

### Social Sciences (5 Credits)

Choose one course from the Social Sciences course list.

## Pre-Major Program - 30-32.5 Credits

### Physics Sequence (15-16.5 Credits)

Sequences should not be broken up between institutions (for example, the three-quarter physics sequence should be taken entirely at Shoreline or entirely at another school). PHYS& 114, PHYS& 115, PHYS& 116 (15 credits) is allowed for the degree, but will meet major requirements for very few students (some computer studies, some engineering technology programs).

- PHYS& 221 Engineering Physics I with Lab: Mechanics **Credits: 5.5**
- PHYS& 222 Engineering Physics II with Lab: Electromagnetism **Credits: 5.5**
- PHYS& 223 Engr Physics III with Lab: Waves, Heat & Light **Credits: 5.5**

### Additional Math (10 Credits)

Take MATH& 152 and either MATH& 163 or MATH 211.

- MATH& 152 Calculus II **Credits: 5**

### Additional Science (5-6 Credits)

See courses listed here. At least 5 credits of Chemistry with lab is required for engineering majors.

## Program Specific Courses (27.5-32 Credits to reach 90 total)

The AS-T degree allows a maximum of 5 credits for restricted/vocational course work and a maximum of 3 Physical Education credits.

For Program Specific Courses, students can take additional pre-requisite courses needed to enter their major's junior year, additional general education, and/or elective courses. Required and recommended courses vary, so please consult:

1. the appropriate Major Preparation Sheet
2. a Shoreline advisor for the subject area; and
3. the department at your chosen colleges/universities.

## Where Can I Transfer?

The AS-T Track 2 makes it possible for students to transfer to a number of public and private colleges and universities in the U.S. with junior standing. Washington state institutions that accept the AS-T Track 2 are listed below.

### Public Institutions

Eastern Washington University  
University of Washington  
Washington State University

### Private Institutions

Gonzaga University  
Saint Martin's University  
Seattle Pacific University  
Seattle University  
Walla Walla University

# Associate in Arts, Individual Plan, AA-IP Planning Guide

## AA-IP: What is it?

The AA-IP allows students to design an individualized academic program. To earn an AA-IP degree, students must complete a total of 90 credits: 15 credits of General Education Core requirements listed below plus 75 additional transferable credits and a cumulative GPA of 2.0 or higher. This degree is a transfer Associates degree, but NOT part of the Direct Transfer Agreement (DTA) with Washington state colleges and universities.

## What do I need to take?

### General Education - 15 Credits

Courses used in Gen Ed Core may not be used for Distribution.

#### Communication (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

#### Multicultural Understanding (5 Credits)

Select *one* of the following courses:

CMST 203, CMST 285, GWS 284, HIST 245, HUM 105, MCS 105, PSYC 230

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following classes:

MATH& 107, MATH 111, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH 207, MATH 208, MATH 211, MATH& 264, PHIL& 120

\* Students planning to transfer to the University of Washington must consult Math Advising, [mathadvising@shoreline.edu](mailto:mathadvising@shoreline.edu).

#### Electives (75 Credits)

Physical Education: 3 credits maximum regardless of course's status

The remaining 75 credits can be made of transferable elective credits, with only 15 credits from restricted electives (see Shoreline Community College Catalog for a list of these courses). Students pursuing the AA-IP **are strongly encouraged to consult**

**with an advisor** in choosing their courses. With your advisor, you will consider the following questions:

- What colleges/universities are you considering?
- What are the application requirements of these schools?
- What are the general education requirements?
- Is there a composition requirement beyond ENGL& 101?
- Is there a world language requirement?
- Are there distribution requirements? In what areas?
- What major(s) are you considering?
- What courses are required for the major(s)?
- What Shoreline courses correspond to requirements at your chosen four-year school(s)?

## Is the AA-IP right for me?

For many students, **the Associate in Arts (AA-DTA) or the Associate in Science (AS-T) degrees are recommended** because they are a part of the Washington State Transfer Agreements. The AA-Individual Plan is a good fit for students who are ...

- planning to transfer to a specific university and want to follow the general education requirements of that school
- planning to transfer into a specific major with many prerequisites that are required for admission
- entering Shoreline with a lot of college credits and want to graduate in a timely manner
- planning to transfer to an out-of-state college or university with no direct transfer agreement

When planning your academic program, please keep in mind:

- Students must meet the admission requirements of the colleges/universities for which they are applying.
- This AA Individual Plan (AA-IP) degree does not guarantee admission into any university, program, or major.
- Students are responsible for completing all General Education and other program requirements of the baccalaureate institution to graduate

## Where can I go for help?

### General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

### International Student Academic Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

# Associate in Business, DTA/MRP Planning Guide

## Where does my path start?

You will complete an Associate in Arts - Direct Transfer Agreement (AA-DTA) Major Related Program (MRP) at Shoreline, which is a pathway for students planning to prepare for various business majors at universities in Washington state.

Once you complete your Shoreline degree, you can transfer to a four-year school to earn a baccalaureate degree in Business Administration, Business Management, Accounting, or Management Information Systems.

## About the AA-DTA MRP in Business

The AA-DTA, known as the direct transfer degree, is an agreement between Washington state community colleges and baccalaureate institutions. The credits earned in the AA-DTA transfer as a package to most baccalaureate colleges and universities in Washington, satisfying most, if not all, of the lower division general education requirements and granting junior standing; it does not guarantee admission. The AA-DTA requires 90 quarter credits in college-level courses numbered 100 or above with a cumulative GPA of 2.0 or higher. Each individual course must have a minimum grade of 1.0. The AA-DTA Major Related Program (MRP) prepares students for entrance into business majors at particular four-year schools. The MRP requires specific courses, and will be shown on your transcript as a different type of completion than the general AA-DTA.

## What do I need to take?

Below is a summary of the categories of required courses for the AA-DTA. Courses listed are required for the Business MRP. See below for available courses in each category.

### General Education - 25 Credits

Courses used in General Education (Gen Ed) Core may not be used for distribution.

### Communication Skills (10 Credits)

- ENGL& 101 English Composition I **Credits: 5**
- ENGL& 102 Composition II: Reasoning/Research/Writing **Credits: 5**

### Multicultural Studies (5 Credits)

Select *one* of the following courses:

HUM 105, CMST 203, CMST 285, GWS 284, HIST 245, MCS 105, PSYC 230.

### Quantitative Reasoning (10 Credits)

*Note: Business MRP requires 10 credits in Quant. & Sym. Reasoning. The AA-DTA requires only 5.*

For the first five credits, take one of the following classes: MATH 111 (required for WSU), MATH& 141, MATH& 142, MATH& 152, MATH& 163.

For the second five credits, take either MATH& 148 (preferred) or MATH& 151.

### Distribution Requirements - 45 Credits

See Courses That Meet Transfer Degree Requirements

### Humanities (15 Credits)

Select from at least two different disciplines (e.g., Art and Drama) in Humanities . Maximum of 5 credits allowed in Performance/Skills courses. No more than 5 credits in a world language at the 100 level.

*Recommended: CMST& 101, CMST& 220, World Language if required by four-year program.*

### Natural Sciences (15 Credits)

Select from at least two different disciplines in Natural Sciences. At least 10 credits required in Physical, Earth, and/or Biological Sciences, including at least 5 credits of lab science. Maximum 5 credits from "Other Science" courses.

Take either MATH& 146 or MATH 211 (preferred).

### Social Sciences (15 Credits)

Select from at least two different disciplines (e.g., Psychology and History) in Social Sciences.

*Recommended: BUS& 101 or one course in Political Science, Sociology or Psychology*

- ECON& 201 Micro Economics **Credits: 5**
- ECON& 202 Macro Economics **Credits: 5**

## Business - 20 Credits

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 202 Principles of Accounting II **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 201 Business Law **Credits: 5**

## Where can I go for help?

## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

## International Advising

9000 Building, Rm. 9302 206-546-4697 [leadvisors@shoreline.edu](mailto:leadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Business Faculty Advisors

**Brad Fader** 206-546-4688 [bfader@shoreline.edu](mailto:bfader@shoreline.edu) Rm 1416  
**Dan King** 206-546-4702 [dking@shoreline.edu](mailto:dking@shoreline.edu) Rm 1415  
**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Where can I transfer?

The AA-DTA MRP in Business makes it possible for students to transfer to a number of public and private colleges and universities with junior standing. Below are Washington state institutions that recognize the AA-DTA MRP in Business.

## Public Institutions

Central Washington University  
Eastern Washington University  
The Evergreen State College  
University of Washington - Bothell, Seattle, Tacoma  
Washington State University - Pullman, Tri-Cities, Vancouver  
Western Washington University

## Private Institutions

Gonzaga University  
Heritage University  
Pacific Lutheran University  
Saint Martin's University  
Seattle Pacific University  
Seattle University  
Walla Walla University  
Whitworth University

## Transfer Notes:

1. Please consult with an advisor and your chosen business bachelor degree program. Program and admissions requirements vary and may change without notice. Learn more about where you would like to transfer: visit the website, email the department, or speak with a Shoreline advisor.
2. Students intending to pursue the manufacturing management major at **WWU** should consult **WWU** regarding the selection of natural science courses required for admission to the major.
3. Students intending to pursue the international business major should consult their potential transfer institutions regarding the level of world language required for admission to the major. Five credits in world language may apply to the Humanities requirement.
4. Students are encouraged to include a speech or oral communication course (not small group communication).
5. **WSU** (all campuses), **Gonzaga**, **PLU**, **SPU**, and **Western Washington University** have requirements for admission to the major that go beyond those specified in the Associate in Business, DTA/MRP: **WSU** (all campuses): Management Information Systems (MIS 250); **Gonzaga**: Management Information Systems (BMIS 235); **PLU**: Computer Applications (CSCE 120) or equivalent course or skills test; **SPU**: Spreadsheet (BUS 1700) or equivalent course or skills test; **Western Washington University**: Introduction to Business Computer Systems MIS 220.
6. The following institutions do not require a lower division Business Law course and agree to accept the course taken as part of this degree as a lower division elective, but generally not as an equivalent to the course required at the upper division: Heritage, PLU, SU, and Walla Walla University.
7. International students who completed a business law course specific to their home country must take a business law course at a U.S. institution in order to demonstrate proficiency in U.S. Business Law.
8. **University of Washington Seattle**: The statistics course must have a minimum pre-requisite of Calculus or be equivalent to UW's Quantitative Methods (QMETH) 201 or Statistics (STAT) 311.
9. **EWU**: The second English Composition course must be equivalent to EWU's English 201 - College Composition: Analysis, Research and Documentation.



# Foundation Studio Art, AFA Planning Guide

## Where does my path start?

You will complete an Associate in Fine Arts (AFA) at Shoreline. Review the requirements in this planning guide to understand your path in this program.

Once you complete your Shoreline degree, you can choose to transfer to a four-year school to earn a Bachelor's degree or continue to develop as an artist without pursuing a four-year degree.

## About the Associate in Fine Arts

The Associate in Fine Arts - Foundation Studio Art degree is designed to meet the general education and Associate in Arts, Direct Transfer Agreement (AA-DTA) at Washington state four-year institutions (for more information, see the AA-DTA Degree Planning Guide). This pathway prepares students for baccalaureate majors in Painting, Drawing, Printmaking, Graphic Design, Illustration, Photography, Ceramics, Sculpture and Industrial Design. Portfolio presentation is a key factor in acceptance/placement in a Fine Arts Major, which is strongly developed and emphasized in this degree. This degree also provides a solid foundation for further artistic development and direction for the student who does not plan on transferring for further academic study.

## What can I do with an Associate in Fine Arts in Studio Art?

Art students, having focused on creative problem solving and visual thinking, are well-prepared to pursue occupations both within visual arts and in other disciplines. Art-specific opportunities include: exhibiting artist, curatorial work, art educators, designers, industrial design, fashion design, jewelry design, sketch artists, illustrators, photographer, potters and many others.

## What do I need to take?

Below is a summary of the categories of required courses for the AFA, which also meet the requirements of the Associate in Arts - Direct Transfer Agreement (AA-DTA)

## General Education - 20 Credits

### Communication (10 Credits)

- ENGL& 101 English Composition I **Credits: 5**
- ENGL& 102 Composition II: Reasoning/Research/Writing **Credits: 5**

### Multicultural Understanding (5 Credits)

Choose either HUM 105 or CMST 203.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following classes:

MATH& 107, MATH 111, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH 207, MATH 208, MATH 211, MATH& 264, PHIL& 120

\* Students planning to transfer to the University of Washington must consult Math Advising, [mathadvising@shoreline.edu](mailto:mathadvising@shoreline.edu).

## Distribution Requirements - 30 Credits

### Humanities

Included in Studio Arts Requirements

### Natural Sciences (15 Credits)

Select from at least two different disciplines (e.g. Biology and Physics) in Natural Sciences. At least 10 credits required in Physical, Earth, and/or Biological Sciences, including at least 5 credits of lab science. Maximum 5 credits from Other Science courses.

### Social Sciences (15 Credits)

Select from at least two different disciplines (e.g., Psychology and History) in Social Sciences.

## Foundation Studio Art Core Requirements (52-55 Credits)

### Fine Arts Core (30 Credits)

- ART 131 Drawing 1 **Credits: 5**
- ART 132 Drawing 2 **Credits: 5**

- ART 133 Drawing 3 **Credits: 5**
- ART 109 Two-Dimensional Design **Credits: 5**
- ART 110 Three-Dimensional Design **Credits: 5**
- ART 290 AFA Portfolio **Credits: 5**

## Art History Requirements (10 Credits)

10 credits of Art History are required for the Foundation Studio Art Core. Take ARTH 226 and one of the following courses: ARTH 204, ARTH 210, ARTH 224, ARTH 225.

- ARTH 226 Survey of Western Art: Modern/Postmodern **Credits: 5**

## Concentration Area (12-15 Credits)

2D or 3D Studio (Choose One) 12-15 Credits either in 2D or 3D concentration below, or customized with Art Faculty approval.

### 2D Studio Concentration (12-15 Credits)

Choose any three courses below

#### Animation

- ART 134 Drawing for Animation **Credits: 5**
- ART 234 History of Animation **Credits: 5**

#### Graphic Design

- VCT 101 Graphic Design 1 **Credits: 5**
- VCT 102 Graphic Design 2 **Credits: 5**
- VCT 103 Graphic Design 3 **Credits: 5**

#### Painting and Drawing

- ART 251 Painting 1 **Credits: 5**
- ART 252 Painting 2 **Credits: 5**
- ART 253 Painting 3 **Credits: 5**

#### Photography

- ART 144 Beginning Photography **Credits: 5**
- ART 145 Intermediate Photography **Credits: 4**
- ART 146 Advanced Photography **Credits: 4**
- ART 244 Studio/Lighting/Digital Imaging **Credits: 4**
- ART 246 Documentary Photography **Credits: 4**

#### Printmaking

- ART 261 Printmaking 1 **Credits: 5**

- ART 262 Printmaking 2 **Credits: 5**

## 3D Studio Concentration (12-15 Credits)

Choose any three courses below

#### Ceramics

- ART 121 Ceramic Art 1 **Credits: 5**
- ART 122 Ceramic Art 2 **Credits: 5**
- ART 123 Ceramic Art 3 **Credits: 5**

#### Design and Materials

- ART 254 Wood Art & Design **Credits: 5**
- ART 255 Glass Art and Design **Credits: 5**
- ART 256 Fiber Art & Design **Credits: 5**

#### Sculpture

- ART 271 Sculpture 1 **Credits: 5**
- ART 272 Sculpture 2 **Credits: 5**
- ART 273 Sculpture 3 **Credits: 5**

## Where can I go for help?

### General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

### International Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

### Faculty Advisors

**Matt Allison** 206-533-6792 [mallison@shoreline.edu](mailto:mallison@shoreline.edu) Rm 2053  
**Alicia Zweifach** 206-533-6639 [azweifac@shoreline.edu](mailto:azweifac@shoreline.edu) Rm 5324

## Where can I transfer?

The AFA degree makes it possible for students to transfer as art majors with advanced placement to a number of public and private colleges and universities in the U.S. Washington state institutions are listed below.

### Public Institutions

Central Washington University  
 Eastern Washington University

The Evergreen State College  
University of Washington  
Washington State University  
Western Washington University

## Private Institutions

Cornish School of the Arts  
Gonzaga University  
Heritage University  
NW College of Art & Design  
Pacific Lutheran University  
Seattle Pacific University  
Seattle University  
Walla Walla University

## Selected Washington Program Information

Before choosing classes, become familiar with the four-year program where you want to apply: visit the website, email the department, and/or speak with a Shoreline advisor. Schools each have different admissions and graduation requirements. Check with the school for world language requirements. (Non-native speakers of English are often exempt from this requirement.)

### University of Washington

**Degrees:** B.A and B.F.A. in Painting & Drawing ; B.F.A. in 3D4M & Photomedia; B.A. in IVA

### Central Washington University

**Degrees:** B.A. in Art; B.F.A. in Art–Studio Art; B.F.A. in Art-Graphic Design  
Areas of Concentration: Ceramics, Jewelry / Metal, Painting / Drawing, Photography & Digital Imaging, Sculpture, Glass, Wood Design

### Washington State University - Pullman

**Degrees:** B.A. and B.F.A. in Art; (B.A and B.F.A. in Fine Arts  
Areas of Concentration: Ceramics, Digital media, Drawing, Painting, Photography, Printmaking, Sculpture

### Seattle University

**Degrees:** B.A. and B.F.A. in Visual Art; (B.A. in Interdisciplinary Arts  
Areas of Concentration: Studio Art, Photography, Digital Art & Design

### Pacific Lutheran University

**Degrees:** B.A. and B.F.A. in Art–Studio Arts  
Areas of Concentration: Ceramics, Graphic Design, Painting, Photography, Printmaking, Sculpture

### Western Washington University

**Degrees:** B.A. and B.F.A. in Art; B.A. in Art-Design; B.A.E. in Art-P-12 & Elementary

# Photography, AFA Planning Guide

## Where does my path start?

You will complete an Associate in Fine Arts (AFA) at Shoreline. Review the requirements in this planning guide to understand your path in this program.

Once you complete your Shoreline degree, you can choose to transfer to a four-year school to earn a Bachelor's degree or continue to develop as an artist without pursuing a four-year degree.

## About the Associate in Fine Arts

The **Associate in Fine Arts - Photography** degree is designed to meet the general education requirements at Washington state four-year institutions and to prepare students for baccalaureate majors in Photography. Portfolio presentation is often a determining factor in acceptance and placement in a Fine Arts Major, and this degree includes a strong emphasis on portfolio development. This degree also provides a solid foundation for further artistic development and direction for the student who does not plan on transferring for further academic study.

## What do I need to take?

Below is a summary of the categories of required courses for the AFA, which also meet the requirements of the Associate in Arts - Direct Transfer Agreement (AA-DTA)

### General Education - 20 Credits

#### Communication (10 Credits)

- ENGL& 101 English Composition I **Credits: 5**
- ENGL& 102 Composition II: Reasoning/Research/Writing **Credits: 5**

#### Multicultural Understanding (5 Credits)

Choose either HUM 105 or CMST 203.

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following classes:

MATH& 107, MATH 111, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH 207, MATH 208, MATH 211, MATH& 264, PHIL& 120

\* Students planning to transfer to the University of Washington must consult Math Advising, mathadvising@shoreline.edu.

## Distribution Requirements (30 Credits)

### Humanities

Included in Photography Core Requirements

### Natural Sciences (15 Credits)

Select from at least two different disciplines (e.g. Biology and Physics) in Natural Sciences. At least 10 credits required in Physical, Earth, and/or Biological Sciences, including at least 5 credits of lab science. Maximum 5 credits from Other Science courses.

### Social Sciences (15 Credits)

Select from at least two different disciplines (e.g., Psychology and History) in Social Sciences.

## Photography Core Requirements (56 Credits)

- VCT 124 Basic Macintosh Systems Operations **Credits: 2**
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**
- ART 109 Two-Dimensional Design **Credits: 5**
- ART 131 Drawing 1 **Credits: 5**
- ART 144 Beginning Photography **Credits: 5**
- ART 145 Intermediate Photography **Credits: 4**
- ART 146 Advanced Photography **Credits: 4**
- ART 244 Studio/Lighting/Digital Imaging **Credits: 4**
- ART 246 Documentary Photography **Credits: 4**
- ART 290 AFA Portfolio **Credits: 5**

## Art History Requirements (10 Credits)

10 credits of Art History are required for the Foundation Studio Art Core. Take ARTH 226 and one of the following courses: ARTH 204, ARTH 210, ARTH 224, ARTH 225.

- ARTH 226 Survey of Western Art: Modern/Postmodern **Credits: 5**

## Selected Washington Program Information

Before choosing classes, become familiar with the four-year program where you want to apply: visit the website, email the department, and/or speak with a Shoreline advisor. Schools each

have different admissions and graduation requirements. Check with the school for world language requirements. (Non-native speakers of English are often exempt from this requirement.)

## University of Washington

**Degree:** B.F.A in Art-Photomedia

## Central Washington University

**Degrees:** B.A. in Art-Photography & Digital Imaging  
B.F.A. in Studio Art-Photography & Digital Imaging

## Washington State University - Pullman

**Degree:** B.F.A. in Fine Art: Photography

## Seattle University

**Degrees:** B.F.A. in Photography  
B.A. in Interdisciplinary Arts-Photography Emphasis

## Pacific Lutheran University

**Degrees:** B.A. and B.F.A. in Studio Arts -Photography

## Western Washington University

**Degrees:** B.A. and B.F.A. in Art - Photography Concentration

## Where can I go for help?

## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

## International Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Faculty Advisors

**Matt Allison** 206-533-6792 [mallison@shoreline.edu](mailto:mallison@shoreline.edu) Rm 2053  
**Alicia Zweifach** 206-533-6639 [azweifac@shoreline.edu](mailto:azweifac@shoreline.edu) Rm 2069

## Where can I transfer?

The AFA degree makes it possible for students to transfer as art majors with advanced placement to a number of public and

private colleges and universities in the U.S. Washington state institutions are listed below.

## Public Institutions

Central Washington University  
Eastern Washington University  
The Evergreen State College  
University of Washington  
Washington State University  
Western Washington University

## Private Institutions

Cornish School of the Arts  
Gonzaga University  
Heritage University  
NW College of Art & Design  
Pacific Lutheran University  
Seattle Pacific University  
Seattle University  
Walla Walla University

# Associate in Music, Classical Piano, AM Planning Guide

## Program Description:

The **Associate in Music** degree in **Classical Piano** requires 93 quarter credits in courses numbered 100 or above and a cumulative grade point average of 2.0 or higher. This degree is suitable for students interested in entering a conservatory or seeking a terminal degree at Shoreline Community College with a music emphasis. For students planning to transfer to a baccalaureate college or university in Washington State, the AA-DTA Music transfer degree is the more appropriate degree option.

**Students interested in pursuing the Associate in Music degree should contact a music advisor at the beginning of their program of study.**

## General Education - 15 Credits

Courses used in Gen Ed Core may not be used for Distribution.

### Communication (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

### Multicultural Understanding (5 Credits)

Select *one* of the following courses:

CMST 203, CMST 285, GWS 284, HIST 245, HUM 105, MCS 105, PSYC 230

### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following classes:

MATH& 107, MATH 111, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH 207, MATH 208, MATH 211, MATH& 264, PHIL& 120

\* Students planning to transfer to the University of Washington must consult Math Advising, [mathadvising@shoreline.edu](mailto:mathadvising@shoreline.edu).

## Foundation Music Requirements - 68 Credits

### Music Theory (30 Credits)

- MUSC& 141 Music Theory I: First-Year Music Theory **Credits: 5**

- MUSC& 142 Music Theory II: First-Year Music Theory **Credits: 5**
- MUSC& 143 Music Theory III: First-Year Music Theory **Credits: 5**
- MUSC& 241 Second-Year Music Theory **Credits: 5**
- MUSC& 242 Second-Year Music Theory **Credits: 5**
- MUSC& 243 Second-Year Music Theory **Credits: 5**

### Piano (12 Credits)

- MUSC 151 Class Piano for Music Theory I Students **Credits: 2** or Test Out
- MUSC 152 Class Piano for Music Theory II Students **Credits: 2** or Test Out
- MUSC 153 Class Piano for Music Theory III Students **Credits: 2** or Test Out
- MUSC 251 Class Piano for Music Theory IV **Credits: 2**
- MUSC 252 Class Piano for Music Theory V Students **Credits: 2**
- MUSC 253 Class Piano for Music Theory VI **Credits: 2**

### Major and Small Ensembles (12 Credits)

Choose from the following for a total of 12 credits: These courses may be repeated.

- MUSC 135 Shoreline Singers **Credits: 2**
- MUSC 136 Jazz Ensemble **Credits: 2**
- MUSC 140 Concert Band **Credits: 2**
- MUSC 144 Funk & Groove **Credits: 2**
- MUSC 146 Orchestra **Credits: 2**
- MUSC 147 Small Ensemble Performance **Credits: 1-4**
- MUSC 175 Chamber Chorale **Credits: 2**

### Private Piano Lessons (6 Credits)

- MUSC 180 Individual Instruction - Classical Piano I **Credits: 1 (3)**
- MUSC 280 Individual Instruction - Classical Piano II **Credits: 1 (3)**

### Core Piano Courses (6 Credits)

- MUSC 224 Survey of Piano Literature **Credits: 2**
- MUSC 225 Collaborative Piano **Credits: 2**
- MUSC 226 Piano Pedagogy **Credits: 2**

### Graduating Recital (2 Credits)

*\*Concurrent enrollment in MUSC 280 required*

- MUSC 298 Individual Project In Music **Credits: 2** \*

## Electives - 10 Credits

A minimum of 10 additional college-level credits numbered 100 or above are required for electives. Developmental courses and courses numbered below 100 may not be used.

## Total Credits (93 Credits)

Program code: AMCP

Where can I go for help?

## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

## International Student Academic Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Music Advisors:

**Helena Azevedo** 206-533-6608 [hazevedo@shoreline.edu](mailto:hazevedo@shoreline.edu) Rm 816

**Jensina Oliver** 206-546-4618 [jbyingto@shoreline.edu](mailto:jbyingto@shoreline.edu) Rm 817

# Associate in Music, Classical Voice, AM Planning Guide

## Program Description:

The **Associate in Music** degree in **Classical Voice** requires 93 quarter credits in courses numbered 100 or above and a cumulative grade point average of 2.0 or higher. This degree is suitable for students interested in entering a conservatory or seeking a terminal degree at Shoreline Community College with a music emphasis. For students planning to transfer to a baccalaureate college or university in Washington State, the AA-DTA Music transfer degree is the more appropriate degree option.

**Students interested in pursuing the Associate in Music degree should contact a music advisor at the beginning of their program of study.**

## General Education - 15 Credits

Courses used in Gen Ed Core may not be used for Distribution.

### Communication (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

### Multicultural Understanding (5 Credits)

Select *one* of the following courses:

CMST 203, CMST 285, GWS 284, HIST 245, HUM 105, MCS 105, PSYC 230

### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following classes:

MATH& 107, MATH 111, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH 207, MATH 208, MATH 211, MATH& 264, PHIL& 120

\* Students planning to transfer to the University of Washington must consult Math Advising, mathadvising@shoreline.edu.

## Foundation Music Requirements - 78 Credits

### Music Theory (30 Credits)

- MUSC& 141 Music Theory I: First-Year Music Theory **Credits: 5**

- MUSC& 142 Music Theory II: First-Year Music Theory **Credits: 5**
- MUSC& 143 Music Theory III: First-Year Music Theory **Credits: 5**
- MUSC& 241 Second-Year Music Theory **Credits: 5**
- MUSC& 242 Second-Year Music Theory **Credits: 5**
- MUSC& 243 Second-Year Music Theory **Credits: 5**

### Piano (12 Credits)

- MUSC 151 Class Piano for Music Theory I Students **Credits: 2** or Test Out
- MUSC 152 Class Piano for Music Theory II Students **Credits: 2** or Test Out
- MUSC 153 Class Piano for Music Theory III Students **Credits: 2** or Test Out
- MUSC 251 Class Piano for Music Theory IV **Credits: 2**
- MUSC 252 Class Piano for Music Theory V Students **Credits: 2**
- MUSC 253 Class Piano for Music Theory VI **Credits: 2**

### Major Ensemble (12 Credits)

This course may be repeated.

- MUSC 175 Chamber Chorale **Credits: 2** (This course may be repeated)

### Private Lessons (6 Credits)

- MUSC 170 Private Instruction - Classical Voice 1 **Credits: 1 (3)**
- MUSC 270 Private Instruction - Classical Voice 2 **Credits: 1 (3)**

### Diction (6 Credits)

- MUSC 211 Diction for Singers- Italian/German **Credits: 3**
- MUSC 212 Diction for Singers- French/English **Credits: 3**

### Graduating Recital (2 Credits)

*\*Graduating Recital (MUSC 298) - concurrent enrollment with MUSC 270 required*

- MUSC 298 Individual Project In Music **Credits: 2**

### Voice Dance (4 Credits)

- MUSC 167 Voice-Dance Performance Techniques 1 **Credits: 2**



- MUSC 268 Voice-Dance Performance Techniques 2  
**Credits: 2**

## Electives - 6 Credits

*Choose from the following - these may be repeated:* MUSC 105, MUSC 135, MUSC 147, MUSC 155, MUSC 156, MUSC 162, MUSC 163, MUSC 165, MUSC 166, MUSC 264

## Total Credits (93 Credits)

Program code: AMCV

Where can I go for help?

## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

## International Student Academic Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Music Advisor:

**Meg Stecker-Thorsen** 206-546-4617 [mstecker@shoreline.edu](mailto:mstecker@shoreline.edu)  
Rm 811

# Associate in Music, Instrumental Music, AM Planning Guide

## Program Description:

The **Associate in Music** degree in **Instrumental Music** requires 93 quarter credits in courses numbered 100 or above and a cumulative grade point average of 2.0 or higher. This degree is suitable for students interested in entering a conservatory or seeking a terminal degree at Shoreline Community College with a music emphasis. For students planning to transfer to a baccalaureate college or university in Washington state, the AA-DTA Music transfer degree is the more appropriate degree option.

**Students interested in pursuing the Associate in Music degree should contact a music advisor at the beginning of their program of study.**

Program code: AMIM

## General Education - 15 Credits

Courses used in Gen Ed Core may not be used for Distribution.

## Communication (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

## Multicultural Understanding (5 Credits)

Select *one* of the following courses:

CMST 203, CMST 285, GWS 284, HIST 245, HUM 105, MCS 105, PSYC 230

## Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following classes:

MATH& 107, MATH 111, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH 207, MATH 208, MATH 211, MATH& 264, PHIL& 120

\* Students planning to transfer to the University of Washington must consult Math Advising, mathadvising@shoreline.edu.

## Foundation Music Requirements (78 Credits)

### Music Theory (30 Credits)

- MUSC& 141 Music Theory I: First-Year Music Theory **Credits: 5**
- MUSC& 142 Music Theory II: First-Year Music Theory **Credits: 5**
- MUSC& 143 Music Theory III: First-Year Music Theory **Credits: 5**
- MUSC& 241 Second-Year Music Theory **Credits: 5**
- MUSC& 242 Second-Year Music Theory **Credits: 5**
- MUSC& 243 Second-Year Music Theory **Credits: 5**

### Piano (12 Credits)

- MUSC 151 Class Piano for Music Theory I Students **Credits: 2** or Test Out
- MUSC 152 Class Piano for Music Theory II Students **Credits: 2** or Test Out
- MUSC 153 Class Piano for Music Theory III Students **Credits: 2** or Test Out
- MUSC 251 Class Piano for Music Theory IV **Credits: 2**
- MUSC 252 Class Piano for Music Theory V Students **Credits: 2**
- MUSC 253 Class Piano for Music Theory VI **Credits: 2**

### Major and Small Ensembles (18 Credits)

Choose from the following for a total of 18 credits: These courses may be repeated.

- MUSC 136 Jazz Ensemble **Credits: 2**
- MUSC 140 Concert Band **Credits: 2**
- MUSC 144 Funk & Groove **Credits: 2**
- MUSC 146 Orchestra **Credits: 2**
- MUSC 147 Small Ensemble Performance **Credits: 1-4**
- MUSC 175 Chamber Chorale **Credits: 2**

### Private Lessons (6 Credits)

- MUSC 196 Individual Instruction Instrumental **Credits: 1 (3)**
- MUSC 296 Private Instruction Instrumental **Credits: 1 \*** (3)

### Graduating Recital (2 Credits)

\*Concurrent enrollment in MUSC 296 required

- MUSC 298 Individual Project In Music **Credits: 2 \***

## Note:

\*May be repeated for credit

## Electives (10 Credits)

A minimum of 10 additional college-level credits numbered 100 or above are required for electives. Developmental courses and courses numbered below 100 may not be used.

## Where can I go for Help?

### General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

### International Student Academic Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

### Music Advisors:

**Doug Reid** 206-546-4759 [dreid@shoreline.edu](mailto:dreid@shoreline.edu) Rm 812  
**Steve Kim** 206-533-6663 [skim20@shoreline.edu](mailto:skim20@shoreline.edu) Rm 859

# Associate in Construction Management, AA-DTA/MRP Planning Guide

## Where does my path start?

You will complete an Associate of Arts - Direct Transfer Agreement (AA-DTA) Major Related Program (MRP) at Shoreline. The AA-DTA requires a minimum of 90 quarter credits in college-level courses numbered 100 or above with a cumulative GPA of 2.0 or higher. Each individual course must have a minimum grade of 1.0.

Once you complete your Shoreline degree, you can transfer to a four-year school to earn a baccalaureate degree in Construction Management. Entry into Construction Management majors is selective. Students typically require higher minimum overall GPA than the minimum 2.0 for the general DTA. Each four-year college establishes minimum GPA requirements for the overall degree and for the specified course. Students need to check criteria for selection by checking with the institution.

## About the AA-DTA MRP in Construction Management

The AA-DTA, known as the direct transfer degree, is an agreement between Washington state community colleges and baccalaureate institutions. The credits earned in the AA-DTA transfer as a package to most baccalaureate colleges and universities in Washington, satisfying most, if not all, of the lower division general education requirements and granting junior standing; it does not guarantee admission. The AA-DTA Major Related Program (MRP) prepares students for entrance into construction management majors at particular four-year schools. The MRP requires specific courses, and will be shown on your transcript as a different type of degree than the general AA-DTA.

## What do I need to take?

Below is a summary of the categories of required courses for the AA-DTA. Courses listed are required for the Construction Management MRP. See below for available courses.

**This unofficial guide is intended to support you as you prepare for your major. Please consult with an advisor and your chosen four-year school(s), as program and admissions requirements vary and may change without notice.**

## General Education - 20 Credits

Courses used in General Education (Gen Ed) Core may not be used for distribution.

## Communication (10 Credits)

- ENGL& 101 English Composition I **Credits: 5**
- ENGL& 102 Composition II: Reasoning/Research/Writing **Credits: 5**

## Multicultural Understanding (5 Credits)

Select *one* of the following courses:

HUM 105 , CMST 203, CMST 285, GWS 284, HIST 245, MCS 105, PSYC 230.

## Quantitative/Symbolic Reasoning (5 Credits)

- MATH& 151 Calculus I **Credits: 5**

## Distribution Requirements - 45 Credits

See Courses That Meet Transfer Degree Requirements

## Humanities (15 Credits)

Select from at least two different disciplines (e.g., Art and Drama) in Humanities. Maximum of 5 credits allowed in Performance/Skills courses. No more than 5 credits in a world language at the 100 level.

- CMST& 220 Public Speaking **Credits: 5**

## Natural Sciences (15 Credits)

Select from at least two different disciplines. At least 10 credits required in Physical, Earth, and/or Biological Sciences, including at least 5 credits of lab science. Maximum 5 credits from "Other Science" courses.

*Also recommended: MATH& 146 or MATH& 152, PHYS& 115 or PHYS& 222 or CHEM 171/CHEM 181; additional natural science for electives*

- GEOL& 101 Introduction to Physical Geology **Credits: 5**
- PHYS& 114 General Physics I with Lab **Credits: 5**  
or
- PHYS& 221 Engineering Physics I with Lab: Mechanics **Credits: 5.5**

## Social Sciences (15 Credits)

Select from at least two different disciplines (e.g., Psychology and History).

- ECON& 201 Micro Economics **Credits: 5**  
or
- ECON& 202 Macro Economics **Credits: 5**
- BUS& 201 Business Law **Credits: 5**

## General Electives - Minimum 25 Credits

Comprised of other college-level courses or unrestricted courses. A maximum of 15 credits allowed for restricted/vocational courses, and a maximum of 3 credits allowed in Physical Education. Please see the lists of Restricted Electives and Elective Courses (Non-restricted).

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 202 Principles of Accounting II **Credits: 5**

Where can I go for help?

## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

## International Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Program Faculty Advisors

**Shannon Flynn** 206-546-4705 [sflynn@shoreline.edu](mailto:sflynn@shoreline.edu) Rm 5346  
**Juliet Lovejoy** 206-546-4574 [jlovejoy@shoreline.edu](mailto:jlovejoy@shoreline.edu) Rm 5311  
**Tiffany Meier** 206-546-6953 [tmeier@shoreline.edu](mailto:tmeier@shoreline.edu) Rm 5231

Where can I transfer?

The AA-DTA MRP in Construction Management makes it possible for students to transfer to a number of public and private colleges and universities with junior standing. Below are Washington state institutions that recognize the AA-DTA MRP in Construction Management.

Central Washington University  
Eastern Washington University  
University of Washington  
Washington State University

# Bioengineering and Chemical Engineering, AS-T/MRP Planning Guide

## What is an AS-T Track 2 MRP?

The Associate in Science Transfer (AS-T) Track 2, Major Related Program is designed to prepare students entrance into a Bachelor of Science (B.S.) program in Bioengineering or Chemical Engineering. The MRP details the required foundation courses for students to be prepared for junior standing at baccalaureate institutions. Students will be required to take additional general education courses after transfer. Engineering is also an excellent major for graduate studies in Environmental Sciences, Law, Medicine, Business and Education.

## What do I need to take?

Below are the requirements for the AS-T Track 2 and the Major Related Program (MRP) in Bioengineering and Chemical Engineering.

### General Education - 18-20 Credits

Courses used in General Education (Gen Ed) Core may not be used for distribution.

### Communication (8-10 Credits)

Take ENGL& 101 and either ENGL& 102, ENGL& 230, or CMST& 101.

- ENGL& 101 English Composition I **Credits: 5**

### Multicultural Understanding (5 Credits)

Select *one* of the following courses:

HUM 105, CMST 203, CMST 285, GWS 284, HIST 245, MCS 105, PSYC 230.

### Quantitative/Symbolic Reasoning (5 Credits)

- MATH& 151 Calculus I **Credits: 5**

### Distribution Requirements - 10 Credits

#### Humanities (5 Credits)

Take one course from the Humanities course list.

### Social Sciences (5 Credits)

Take one course from the Social Sciences course list.  
Recommended: ECON& 201.

## Pre-Major Program - 78-80 Credits

### Physics (16.5 Credits)

- PHYS& 221 Engineering Physics I with Lab: Mechanics **Credits: 5.5**
- PHYS& 222 Engineering Physics II with Lab: Electromagnetism **Credits: 5.5**
- PHYS& 223 Engr Physics III with Lab: Waves, Heat & Light **Credits: 5.5**

### Chemistry (26.5 Credits)

- CHEM 171 General-Inorganic Chemistry I **Credits: 4** and
- CHEM 181 General-Inorganic Chemistry I (Lecture-Lab) **Credits: 2.5**
- CHEM 172 General-Inorganic Chemistry II **Credits: 4** and
- CHEM 182 General-Inorganic Chemistry II (Lecture-Lab) **Credits: 2.5**
- CHEM 173 General-Inorganic Chemistry III **Credits: 4** and
- CHEM 183 General-Inorganic Chemistry III (Lecture-Lab) **Credits: 2.5**
- CHEM& 241 Organic Chemistry I **Credits: 4** and
- CHEM 271 Organic Chemistry I Lab **Credits: 3**

### Additional CHEM/BIOL (5-7 Credits)

Take either CHEM& 242/CHEM 272 or BIOL& 211.

### Mathematics (15 Credits)

- MATH& 152 Calculus II **Credits: 5**
- MATH& 163 Calculus 3 **Credits: 5**
- MATH 207 Elements of Differential Equations **Credits: 5**

### Major Elective Courses (15 Credits)

Choose from the following courses: BIOL& 211 (if not taken above), BIOL& 212, CHEM& 242/CHEM 272 (if not taken above),

CS& 141, ENGL& 230, ENGR& 204, ENGR& 214, ENGR 240,  
MATH 208, MATH& 264.

## What does your chosen four-year school require?

Before choosing classes, become familiar with the four-year program where you want to apply: visit the website, email the department, and/or speak with a Shoreline advisor. Below are examples from Washington schools with different admissions and graduation requirements. Check with the school for world language requirements. (Non-native speakers of English are often exempt from this requirement.)

### University of Washington

**Degrees:** B.S. in Bioengineering; Chemical Engineering with an option in Nanoscience, Molecular Engineering; and Bioresource Science and Engineering.

**Requirements:** Note that UW Departments of Bioengineering and Chemical Engineering admit only once a year for Spring Quarter and that admission is very competitive.  
<http://tinyurl.com/mltbehd>

### Walla Walla University

**Degrees:** B.S. in Bioengineering.

**Requirements:** Walla Walla University is a private university affiliated with the Seventh Day Adventists. Students will be required to take religious studies courses after transfer.  
<https://www.wallawalla.edu/academics/areas-of-study/engineering/academic-programs/>

### Washington State University

**Degrees:** B.S. in Bioengineering; Chemical Engineering (Pullman)

**Requirements:** In addition to core math, science and engineering courses, WSU requires ECON& 201 to graduate. A 2.0 or better grade in all engineering and major prerequisite courses is required. <http://tinyurl.com/n3etplc>

## Where can I go for help?

## For course information and entry codes, contact:

[engineeringadvising@shoreline.edu](mailto:engineeringadvising@shoreline.edu),  
[chemistryadvising@shoreline.edu](mailto:chemistryadvising@shoreline.edu), [mathadvising@shoreline.edu](mailto:mathadvising@shoreline.edu),  
[biologyadvising@shoreline.edu](mailto:biologyadvising@shoreline.edu)

## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559:  
[advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)

**Tiffany Meier** 206-546-6953 [tmeier@shoreline.edu](mailto:tmeier@shoreline.edu) Rm. 5233

## International Student Academic Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Instructional Faculty Advisors

**Alison Armstrong** 206-546-4698 [aarmstrong3@shoreline.edu](mailto:aarmstrong3@shoreline.edu) Rm. 2810

**David Phippen** 206-546-4572 [dhippen@shoreline.edu](mailto:dhippen@shoreline.edu) Rm. 2817

## Where can I transfer?

The AS-T Track 2 MRP in Bioengineering and Chemical Engineering makes it possible for students to transfer to a number of public and private colleges and universities with junior standing. Below are Washington state institutions that recognize this MRP.

University of Washington (BE, CHE,)  
Washington State University (BE, CHE)  
Walla Walla University (BE)

\* Note: Engineering majors offered at Washington state universities are designated as follows: Bioengineering (BE) and Chemical Engineering (CHE)

# Computer and Electrical Engineering, AS-T/MRP Planning Guide

## What is an AS-T Track 2 MRP?

The Associate in Science Transfer (AS-T) degree is designed to prepare students entrance into a Bachelor of Science (B.S.) program in Computer Engineering or Electrical Engineering. This AS-T degree is a Major Related Program detailing university requirements in the sciences, mathematics, computer science, communications and engineering so students will be ready for junior standing. Students will be required to take additional courses after transfer to fulfill general university requirements. Computer and Electrical Engineering is also an excellent major for graduate studies in Computer Science, Engineering, Law, Business and Education.

## What do I need to take?

Below are the requirements for the AS-T Track 2 and the Major Related Program (MRP) in Computer and Electrical Engineering.

### General Education - 18-20 Credits

Courses used in General Education (Gen Ed) Core may not be used for distribution.

### Communication (8-10 Credits)

Take ENGL& 101 and either ENGL& 102, ENGL& 230, or CMST& 101.

- ENGL& 101 English Composition I **Credits: 5**

### Multicultural Understanding (5 Credits)

Select *one* of the following courses:

HUM 105, CMST 203, CMST 285, GWS 284, HIST 245, MCS 105, PSYC 230.

### Quantitative/Symbolic Reasoning (5 Credits)

- MATH& 151 Calculus I **Credits: 5**

### Distribution Requirements - 10 Credits

### Humanities (5 Credits)

Take one course from the Humanities course list.

### Social Sciences (5 Credits)

Take one course from the Social Sciences course list.  
Recommended: ECON& 201.

### Pre-Major Program (75-79.5 Credits)

### Physics (16.5 Credits)

- PHYS& 221 Engineering Physics I with Lab: Mechanics **Credits: 5.5**
- PHYS& 222 Engineering Physics II with Lab: Electromagnetism **Credits: 5.5**
- PHYS& 223 Engr Physics III with Lab: Waves, Heat & Light **Credits: 5.5**

### Computing & Eng. (10 Credits)

- CS& 141 Computer Science I - Java **Credits: 5**
- ENGR& 204 Electrical Circuits **Credits: 6**

### Chemistry (6.5 Credits)

- CHEM 171 General-Inorganic Chemistry I **Credits: 4** and
- CHEM 181 General-Inorganic Chemistry I (Lecture-Lab) **Credits: 2.5**

### Mathematics (20 Credits)

- MATH& 152 Calculus II **Credits: 5**
- MATH& 163 Calculus 3 **Credits: 5**
- MATH 207 Elements of Differential Equations **Credits: 5**
- MATH 208 Linear Algebra **Credits: 5**

### Major Electives (22-26.5 Credits)

Select from the following courses: BIOL& 211, CS 121, CS 143, CHEM 172/CHEM 182, ENGL& 230 (if not used above), ENGR 100, ENGR 102, ENGR& 104, ENGR 202, ENGR& 214, ENGR& 215, ENGR 240, MATH& 264.

### Where can I go for help?

## For course information and entry codes, contact:

mathadvising@shoreline.edu;  
chemistryadvising@shoreline.edu; computerscienceadvising@shoreline.edu; engineeringadvising@shoreline.edu



## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)  
**Tiffany Meier** 206-546-6953 [tmeier@shoreline.edu](mailto:tmeier@shoreline.edu) Rm 5233

## International Student Academic Advising

9000 Building, Rm. 9302 206-546-4697 [leadvisors@shoreline.edu](mailto:leadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Instructional Faculty Advisors

**Alison Armstrong** 206-546-4698 [aarmstrong3@shoreline.edu](mailto:aarmstrong3@shoreline.edu) Rm 2811

**Stephanie Bartlett** 206-546-4579 [sbartlett@shoreline.edu](mailto:sbartlett@shoreline.edu) Rm 5356

**Fred Kuczmarski** 206-546-6993 [fkuczmar@shoreline.edu](mailto:fkuczmar@shoreline.edu) Rm 5348

## Where can I transfer?

The AS-T Track 2 MRP in Computer and Electrical Engineering makes it possible for students to transfer to a number of public and private colleges and universities with junior standing. Below are Washington State institutions that recognize this MRP.

## Public Institutions

Central Washington University (CE Tech, EE Tech)  
Eastern Washington University-Spokane (CE)  
University of Washington-Seattle (CE, EE)  
University of Washington-Bothell (CE, EE)  
University of Washington-Tacoma (CE)  
Washington State University - Pullman (CE, EE)  
Washington State University - Everett (EE)  
Washington State University-Tri-Cities (EE)  
Washington State University-Vancouver (EE)  
Western Washington University (EE)

## Private Institutions

DigiPen Inst. of Tech (CE)  
Gonzaga University (EE, CE)  
Pacific Lutheran University (EE, CE)  
Seattle Pacific University (EE, CE)  
Seattle University (EE, CE)  
Walla Walla University (CE)

\* Note: Engineering Majors offered at Washington State Universities are designated as follows: Computer Engineering (CE) and Electrical Engineering (EE)

## What does your chosen four-year school require?

Before choosing classes, become familiar with the four-year program where you want to apply: visit the website, email the department, and/or speak with a Shoreline advisor. Below are examples from Washington schools with different admissions and graduation requirements. Check with the school for world language requirements. (Non-native speakers of English are often exempt from this requirement.) University engineering programs require specific courses for each major. Not all majors/universities require all courses on this "Major Related Program" planning guide. At many schools, admission to these majors is competitive. Students are encouraged to investigate the schools and departments to which they plan to apply. The "Engineering, General" Planning Guide shows the minimum requirements for the Associate in Science Transfer-Track 2 degree.

### University of Washington - Seattle

**Degrees:** B.S. in Computer Engineering and B.S. in Electrical Engineering

**Requirements:**

<http://www.washington.edu/students/gencat/academic/ee.html>  
<http://www.washington.edu/students/gencat/academic/cse.html>

### University of Washington - Bothell

**Degrees:** B.S. in Computer Engineering and B.S. in Electrical Engineering

**Requirements:**

<https://www.uwb.edu/bscompe/admissions/transfer>  
<https://www.uwb.edu/ee/prerequisites>

### University of Washington - Tacoma

**Degrees:** B.S. in Computer Engineering and Systems

**Requirements:** <https://www.tacoma.uw.edu/institute-technology/admission-requirements-bs-computer-engineering-systems>

### Washington State University

**Degrees:** B.S. in Computer Engineering and B.S. in Electrical Engineering

**Requirements:**

<https://admission.wsu.edu/academics/fos/Public/field.castle?id=7585>  
<https://admission.wsu.edu/academics/fos/Public/field.castle?id=1602>

## Seattle University

**Degrees:** B.S. in Electrical Engineering and Electrical Engineering w/ specialization in Comp. Eng.

**Requirements:** <https://www.seattleu.edu/scieng/ece/programs-of-study/electrical-engineering/>  
<https://www.seattleu.edu/scieng/ece/programs-of-study/electrical-engineering-with-computer-engineering-specialization/>

# Mechanical/Civil/Aeronautical/Industrial/Materials Science Engineering, AS-T/MRP Planning Guide

## What is an AS-T MRP?

The AS-T degree requires a minimum of 90 quarter credits in courses numbered 100 or above and a cumulative GPA of 2.0 or higher. Each individual course must have a minimum grade of 1.0. Students granted the degree are normally awarded junior status. The AS-T Major Related Program (MRP) prepares students for entrance into certain majors at those schools. The MRP requires specific courses, and will be shown on your transcript as a different type of degree than the general AS-T.

## What do I need to take?

Below are the requirements for the AS-T Track 2 and the Major Related Program (MRP) in Aeronautical, Civil, Industrial, Manufacturing, Materials Science, Mechanical Engineering, Plastics and Composites.

### General Education - 18-20 Credits

Courses used in General Education (Gen Ed) Core may not be used for distribution.

### Communication (8-10 Credits)

Take ENGL& 101 and either ENGL& 102, ENGL& 230, or CMST& 101.

- ENGL& 101 English Composition I **Credits: 5**

### Multicultural Understanding (5 Credits)

Select *one* of the following courses:

HUM 105, CMST 203, CMST 285, GWS 284, HIST 245, MCS 105, PSYC 230.

### Quantitative/Symbolic Reasoning (5 Credits)

- MATH& 151 Calculus I **Credits: 5**

### Distribution Requirements - 10 Credits

See Courses That Meet Transfer Degree Requirements.

### Humanities (5 Credits)

Choose one course from the Humanities course list.

### Social Sciences (5 Credits)

Select one course from the Social Sciences course list.  
Recommended: ECON& 201.

## Pre-Major Program - 79-84.5 Credits

### Physics (16.5 Credits)

- PHYS& 221 Engineering Physics I with Lab: Mechanics **Credits: 5.5**
- PHYS& 222 Engineering Physics II with Lab: Electromagnetism **Credits: 5.5**
- PHYS& 223 Engr Physics III with Lab: Waves, Heat & Light **Credits: 5.5**

### Mathematics (20 Credits)

- MATH& 152 Calculus II **Credits: 5**
- MATH& 163 Calculus 3 **Credits: 5**
- MATH 207 Elements of Differential Equations **Credits: 5**
- MATH 208 Linear Algebra **Credits: 5**

### Chemistry (13 Credits)

- CHEM 171 General-Inorganic Chemistry I **Credits: 4** and
- CHEM 181 General-Inorganic Chemistry I (Lecture-Lab) **Credits: 2.5**
- CHEM 172 General-Inorganic Chemistry II **Credits: 4** and
- CHEM 182 General-Inorganic Chemistry II (Lecture-Lab) **Credits: 2.5**

### Engineering (25 Credits)

- ENGR& 114 Engineering Graphics **Credits: 5**
- ENGR 115 Introduction to Statics and Engineering Problems **Credits: 5**
- ENGR& 214 Statics **Credits: 5**
- ENGR& 215 Dynamics **Credits: 5**
- ENGR& 225 Mechanics of Materials **Credits: 5**

### Program Specific Courses (6-10 Credits)

Choose two of the following courses: CS 121, CS& 141, ENGR 100, ENGR 102, ENGR& 104, ENGR 202, ENGR& 204, ENGR 206, ENGR 240, MATH& 264.

## What does your chosen four-year school require?

Before choosing classes, become familiar with the four-year program where you want to apply: visit the website, email the department, and/or speak with a Shoreline advisor. Below are examples from Washington schools with different admissions and graduation requirements. Check with the school for world language requirements. (Non-native speakers of English are often exempt from this requirement.)

### Seattle Pacific University

**Degree:** B.S. in Engineering with Mechanical Engineering Concentration

**Requirement:** <http://www.spu.edu/depts/ee/>

### Seattle University

**Degrees:** B.S. in Civil Engineering or Civil Engineering with Environmental Specialty; B.S. in Mechanical Engineering

**Requirement:** <http://tinyurl.com/mswllle>

### University of Washington - Seattle, Bothell

**Degree:** B.S. in Aeronautical, Civil, Industrial, Materials Science and Mechanical Engineering

**Requirement:** <http://tinyurl.com/mltbehd>

### Washington State University

**Degrees:** Pullman Campus - B.S. in Civil, Materials Science and Mechanical Eng.; Tri-Cities Campus - B.S. in CE and ME; Vancouver Campus - B.S. in ME; Olympic College and Everett Community College Campuses - B.S. in ME

**Requirement:** <http://tinyurl.com/n3etplc>

### Western Washington University

**Degree:** B.S. in Electrical Engineering (EE), Manufacturing Engineering (ME), Plastics and Composites Engineering (PCE).

**Requirement:** <https://cse.wvu.edu/engineering-design/majors>

## Where can I go for help?

## For course information and entry codes, contact:

[engineeringadvising@shoreline.edu](mailto:engineeringadvising@shoreline.edu);  
[chemistryadvising@shoreline.edu](mailto:chemistryadvising@shoreline.edu);  
<http://computerscienceadvising@shoreline.edu>;  
[mathadvising@shoreline.edu](mailto:mathadvising@shoreline.edu)

## General Academic Advising

FOSS (5000) Building, Rm. 5229 206-546-4559 [advising@shoreline.edu](mailto:advising@shoreline.edu) [www.shoreline.edu/advising](http://www.shoreline.edu/advising)  
**Tiffany Meier** 206-546-6953 [tmeier@shoreline.edu](mailto:tmeier@shoreline.edu) Rm 5233

## International Student Academic Advising

9000 Building, Rm. 9302 206-546-4697 [ieadvisors@shoreline.edu](mailto:ieadvisors@shoreline.edu) [www.shoreline.edu/international/advising/](http://www.shoreline.edu/international/advising/)

## Instructional Faculty Advisors

**Alison Armstrong** 206-546-4698 [aarmstrong3@shoreline.edu](mailto:aarmstrong3@shoreline.edu) Rm 2810

**Lauren Sandven** 206-546-6795 [lsandven@shoreline.edu](mailto:lsandven@shoreline.edu) Rm 2811

**Nirmala Savage** 206-533-6610 [nsavage@shoreline.edu](mailto:nsavage@shoreline.edu) Rm 2819

**Rosalie Tepper** 206-533-6627 [rtepper@shoreline.edu](mailto:rtepper@shoreline.edu) Rm 2204

## Where can I transfer?

The AS-T Track 2 MRP Aeronautical, Civil, Industrial, Manufacturing, Materials Science, Mechanical Engineering, Plastics and Composites makes it possible for students to transfer to a number of public and private colleges and universities with junior standing. Below are Washington state institutions that recognize this MRP.

## Public Institutions

Central Washington University - Ellensburg (MET)  
Eastern Washington University - Cheney (ME, MET)  
University of Washington - Seattle (AE, CE, IE, MSE, ME )  
University of Washington - Bothell (ME)  
Washington State University - Pullman (CE, ME, MSE)  
Washington State University - Vancouver (ME)  
Washington State University - Tri-Cities (CE, ME)  
Washington State University - Everett (ME)  
Washington State University - Olympic College (ME)  
Western Washington University - Bellingham (ManE, PCE)

## Private Institutions

Gonzaga University (CE, ME)  
Saint Martin's University (CE, ME)  
Seattle Pacific University (ME)

Seattle University (CE, ME)  
Walla Walla University (CE, ME)

\* Note: Engineering majors offered at Washington state universities are designated as follows: Aeronautical (AE), Civil (CE), Industrial (IE), Manufacturing (ManE), Industrial Technology (IT), Materials Science (MSE), Mechanical (ME), Mechanical Engineering Technology (MET), Plastics and Composites (PCE)

## Automotive Service Technician (AST) AAAS Degree Program Planning Guide

### Program Description:

The Automotive Service Technician Associate in Applied Arts and Sciences Degree program is designed to prepare students for careers in the automotive service industry.

The AST-Degree builds on the GST I-BEST Certificate of Proficiency program by providing further instruction: Students will develop in-depth repair and diagnostic skills and earn certifications with our industry partners: Subaru University; Nissan Technical Training Academy; and NC3 (National Coalition of Certification Centers).

Students who apply and are accepted to Shoreline's Tesla training program may apply that course to completion of the AST-Degree.

Students will have an opportunity to earn an Associate in Applied Arts and Sciences Degree by completing four core general education courses.

### Program Prerequisites:

CASAS test score of 220; ESL level 5 or higher; instructor interview; permission to register; valid driver's license; proof of insurability, i.e. Dept. of Licensing driving record; most employers require drug testing. Work with your advisor to determine English and Math placement.

### General Education Requirements - 15-20 Credits

#### Communication Skills (5 Credits)

Choose either ENGL& 101 or BTWRT 215.

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose either MATH 070 or BUS 102.

#### Multicultural Understanding (3-5 Credits)

Choose either BUS 103, CMST 203, or MCS 105.

### Human Relations (2-5 Credits)

Choose either BUS 104 or BUS 105.

### GST Core Courses - 86 Credits

- AUTOT 121 General Service Technician I **Credits: 18**
- AUTOT 122 General Service Technician II **Credits: 18**
- AUTOT 123 Automotive Service Technician 1 **Credits: 17**
- AUTOT 124 Automotive Service Technician 2 **Credits: 17** or
- AUTOT 141 Tesla START I **Credits: 7.5** and
- AUTOT 142 Tesla START II **Credits: 10**
- AUTOT 191 Automotive Service Technician Internship 1 **Credits: 8**
- AUTOT 192 Automotive Service Technician Internship 2 **Credits: 8**

### Suggested Schedule

#### First Quarter

- AUTOT 121 General Service Technician I **Credits: 18**

#### Second Quarter

- AUTOT 122 General Service Technician II **Credits: 18**

#### Third Quarter

- AUTOT 123 Automotive Service Technician 1 **Credits: 17**

#### Fourth Quarter

- AUTOT 191 Automotive Service Technician Internship 1 **Credits: 8**

### Communication - 5 Credits

Take *either* ENGL& 101 *or* BTWRT 215.

## Quantitative/Symbolic Reasoning - 5 Credits

Take either MATH 070 or BUS 102.

## Fifth Quarter

- AUTOT 124 Automotive Service Technician 2 **Credits: 17**  
or
- AUTOT 141 Tesla START I **Credits: 7.5**  
and
- AUTOT 142 Tesla START II **Credits: 10**

## Sixth Quarter

- AUTOT 192 Automotive Service Technician Internship 2  
**Credits: 8**

## Multicultural Understanding - 3 to 5 Credits

Take *either* BUS 103, CMST 203, *or* MCS 105

## Human Relations - 2 to 5 Credits

Take *either* BUS 104 *or* BUS 105.

## Program Advisor:

**Amber Avery** 206-546-4793 aavery@shoreline.edu Rm 2168

## Program Information:

**Length of Program:** 101-106 Credits

**Completion Award:** Associate in Applied Arts and Sciences (AAAS)

**Approximate Quarterly Costs:** \$1700.00 (includes tuition, lab fee, parking and instructional fees)

**Website:** [www.shoreline.edu/auto](http://www.shoreline.edu/auto)

EPC 7120

# General Motors Automotive Service Educational Program (ASEP), AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills leading to an entry-level position as a General Motors Technician. Students interested in advancement are encouraged to pursue a four-year baccalaureate degree using the Associate in Science - Track 2, AS-T2 Planning Guide degree planning guide.

## AAAS Degree (125-130 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- A high school diploma or GED
- Instructor permission
- Automotive Skills Test
- Valid driver's license
- Proof of insurability
- All dealers require drug testing
- Instructor interview

## General Education Core Requirements (15-20 Credits)

### Communication Skills (5 Credits)

Choose either ENGL& 101 or BTWRT 215.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH 070.

### Multicultural Understanding (3-5 Credits)

Choose either BUS 103 or MCS 105.

## Human Relations (2-5 Credits)

Choose one of the following courses: BUS 104, BUS 105, CMST& 101.

## Automotive Core Requirements (110 Credits)

- AUTOT 170G Fundamentals of GM Auto Service Training **Credits: 8**
- AUTOT 171G General Motors Engine Repair **Credits: 8**
- AUTOT 172G GM Brake Systems **Credits: 8**
- AUTOT 173G GM Steering & Suspension Systems **Credits: 8**
- AUTOT 174G GM Manual Gear Trains and Transaxles **Credits: 8**
- AUTOT 175G GM Engine Management and Emissions Systems **Credits: 8**
- AUTOT 176G GM Electrical Systems **Credits: 12**
- AUTOT 177G GM Automatic Transmissions/Transaxles **Credits: 8**
- AUTOT 178G GM Heating and Air Conditioning **Credits: 6**
- AUTOT 271G Applied Learning GM Engine Mechanical **Credits: 6**
- AUTOT 272G Applied Learning GM Brake Systems **Credits: 6**
- AUTOT 273G Applied Learning Steering & Suspension Systems **Credits: 6**
- AUTOT 275G Applied Learning GM Engine Performance **Credits: 6**
- AUTOT 276G Applied Learning GM Electrical Systems **Credits: 6**
- AUTOT 278G Applied Learning GM Heating & Air Cond Systems **Credits: 6**

## Program Advisor:

**Scott Main** 206-546-4784 smain@shoreline.edu Rm 2153

## Program Information:

**Length of Program:** 125-130 Credits, 4-6 Quarters

**Completion Award:** AAAS

**Enrollment:** Fall

**Approximate Quarterly Costs:** \$500.00  
(in addition to tuition, books and parking)

**Website:** <http://www.shoreline.edu/auto/gmasep.aspx>  
EPC 7121



# Honda Professional Automotive Career Training (PACT), AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills leading to an entry-level position as a Honda Technician. Students interested in advancement are encouraged to pursue a four-year baccalaureate degree using the Engineering-General Pre-Major, AS-T2 Planning Guide.

## AAAS Degree (125-130 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- A high school diploma or GED
- Instructor permission
- Automotive Skills Test
- Valid Washington State driver's license
- Proof of insurability
- Some dealers require drug testing
- Instructor interview

## General Education Core Requirements (15-20 Credits)

### Communication Skills (5 Credits)

Choose either ENGL& 101 or BTWRT 215.

### Human Relations (2-5 Credits)

Choose one of the following courses: BUS 104, BUS 105, CMST& 101.

### Multicultural Understanding (3-5 Credits)

Choose either BUS 103 or MCS 105.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH 070.

## Automotive Core Requirements (110 Credits)

- AUTOT 170H Fundamentals of Honda Auto Service Training **Credits: 8**
- AUTOT 171H Honda Engine Repair **Credits: 8**
- AUTOT 172H Honda Brake Systems **Credits: 8**
- AUTOT 173H Honda Steering and Suspension Systems **Credits: 8**
- AUTOT 174H Honda Manual Gear Trains and Transaxles **Credits: 8**
- AUTOT 175H Honda Engine Management and Emissions Systems **Credits: 8**
- AUTOT 176H Honda Electrical Systems **Credits: 12**
- AUTOT 177H Honda Automatic Transmissions/Transaxles **Credits: 8**
- AUTOT 178H Honda Heating and Air Conditioning **Credits: 6**
- AUTOT 271H Applied Learning Engine Mechanical **Credits: 6**
- AUTOT 272H Applied Learning Brake Systems **Credits: 6**
- AUTOT 273H Applied Learning Steering & Suspension Systems **Credits: 6**
- AUTOT 275H Applied Learning Engine Performance **Credits: 6**
- AUTOT 276H Applied Learning Electrical Systems **Credits: 6**
- AUTOT 278H Applied Learning Heating & Air Cond Systems **Credits: 6**

## Program Advisor:

**Bob Biesiedzinski** 206-546-6970 bbiesied@shoreline.edu Rm 2151

## Program Information:

**Length of Program:** 125-130 Credits, 4 Quarters

**Completion Award:** AAAS

**Enrollment:** Fall

**Approximate Quarterly Costs:** \$500.00

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/auto](http://www.shoreline.edu/auto)

EPC 7121

# Mopar College Automotive Program, (MoparCAP), AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences (AAAS) degree is designed to provide students with the knowledge and skills leading to an entry-level position as a MoparCAP (Fiat Chrysler Automobiles) Technician.

## AAAS Degree (129-134 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- Instructor Interview and Permission
- Automotive Skills Test
- Valid Driver's License
- Proof of Insurability
- All dealers require drug testing
- Employment at an FCA dealership by no later than first month of program
- Students who have not yet earned a high school diploma or GED may start the program and must complete the diploma or GED prior to receiving the MOPAR-CAP AAAS degree

## General Education Core Requirements - 15-20 Credits

### Communication Skills (5 Credits)

Choose either ENGL& 101 or BTWRT 215.

### Multicultural Understanding (3-5 Credits)

Choose one of the following: BUS 103, CMST 203, CMST 285, EDUC& 240, GWS 284, HIST 245, HUM 105, MCS 105, or PSYC 230.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH 070.

## Human Relations (2-5 Credits)

Choose one of the following: BUS 104, BUS 105, BUS 250, BUSTC 114, or CMST& 101.

## Automotive Core Requirements - 114 Credits

- AUTOT 170C Fundamentals of FCA Auto Service Training **Credits: 3**
- AUTOT 171C M-CAP Engine Repair **Credits: 8**
- AUTOT 172C M-CAP Brake Systems **Credits: 8**
- AUTOT 173C M-CAP Steering & Suspension Systems **Credits: 8**
- AUTOT 174C M-CAP Gear Trains and Transaxles **Credits: 8**
- AUTOT 175C M-CAP Engine Management and Emissions Systems **Credits: 8**
- AUTOT 176C M-CAP Electrical Systems **Credits: 9**
- AUTOT 177C M-CAP Automatic Transmissions/Transaxles **Credits: 8**
- AUTOT 178C M-CAP Heating and Air Conditioning **Credits: 6**
- AUTOT 271C Applied Learning Engine Mechanical **Credits: 6**
- AUTOT 272C Applied Learning Brake Systems **Credits: 6**
- AUTOT 273C Applied Learning Steering & Suspension Systems **Credits: 6**
- AUTOT 274C Applied Learning Manual Transmissions/Transaxles **Credits: 6**
- AUTOT 275C Applied Learning Engine Performance **Credits: 6**
- AUTOT 276C Applied Learning Electrical Systems **Credits: 6**
- AUTOT 277C Applied Learning Auto Transmissions **Credits: 6**
- AUTOT 278C Applied Learning Heating and Air Conditioning **Credits: 6**

## Program Advisor:

**Rob Allred** 206-564-5844 rallred@shoreline.edu Rm 2157

## Program Information:

**Length of Program:** 129-134 Credits, 5 quarters

**Completion Award:** AAAS

**Enrollment:** Fall

**Approximate Quarterly Costs:**

*Uniform Fee \$50*

*Tools and Equipment (estimate, all quarters) \$4000*

*Additional Instructional Fees \$25-\$85*

*(in addition to tuition, books and parking)*

**Website:** www.shoreline.edu/auto

EPC 7126

# Toyota Technician Training and Education Network (T-TEN), AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills leading to an entry-level position as a Toyota Technician.

## AAAS Degree (139 - 144 credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- A high school diploma or GED
- Instructor interview
- Valid driver's license
- DMV Report/driving record
- Dealers require drug testing
- Dealership permission
- Instructor permission

## General Education Core Requirements (15-20 Credits)

### Communication Skills (5 Credits)

Choose either ENGL& 101 or BTWRT 215.

### Human Relations (2-5 Credits)

Choose from the following courses: BUS 105, BUS 250, BUSTC 114, CMST& 101.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: HUM 105, BUS 103, CMST 203, CMST 285, EDUC& 240, HIST 245, MCS 105, GWS 284.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH 070.

## Automotive Core Requirements (124 Credits)

- AUTOT 180T Fundamentals of Auto Service Training **Credits: 6**
- AUTOT 181T Engine Repair **Credits: 7**
- AUTOT 183T Brakes and Suspension **Credits: 16**
- AUTOT 184T Manual Gear Trains and Transaxles **Credits: 6**
- AUTOT 185T Engine Control Systems **Credits: 12**
- AUTOT 186T Electrical Systems **Credits: 16**
- AUTOT 187T Automatic Transmissions/Transaxles **Credits: 9**
- AUTOT 188T Heating and Air Conditioning **Credits: 6**
- AUTOT 189T Engine Emission Management Systems **Credits: 6**
- AUTOT 281 T-TEN Cooperative Internship 1 **Credits: 10**
- AUTOT 282 T-TEN Cooperative Internship 2 **Credits: 10**
- AUTOT 283 T-TEN Cooperative Internship 3 **Credits: 10**
- AUTOT 284 T-TEN Cooperative Internship 4 **Credits: 10**

## Program Advisor:

**Jeff Cromwell** 206-533-6648 jcromwell@shoreline.edu Rm 2156

**Kevin Roner** 206-533-6793 kevin.roner@shoreline.edu Rm 2155

## Program Information:

**Length of Program:** 139-144 Credits, 8 Quarters

**Completion Award:** AAAS

**Enrollment:** Fall of odd years and Summer of even years

**Approximate Quarterly Costs:**

*Additional Instructional Fees \$150-\$350 per quarter*

*(in addition to tuition, books ~\$250 and parking ~\$50)*

**Website:** <http://www.shoreline.edu/auto/toyota.aspx>

EPC 7124

# Automotive - Brakes Specialist

## Certificate of Completion Planning Guide

### Program Description:

The Certificate of Completion as a Brakes Specialist is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students must be accepted into the General Motors Automotive Service Educational Program (ASEP), Honda Professional Automotive Career Training (PACT), Fiat Chrysler Automobiles (FCA) Mopar College Automotive Program (MoparCAP), or Toyota Technician Training and Education Network (T-TEN) AAAS program.

### Certificate of Completion (31-32 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

- Placement into ENGL& 101
- Sponsorship by a Participating Approved Repair Facility
- Automotive Skills Test
- Valid Driver's License
- Proof of Insurability
- Some Dealers Require Drug Testing
- Instructor Interview

### Core Requirements (31-32 Credits)

Course requirements are specific to the industry-specific program. Courses coded with C=Mopar CAP, G=GM ASEP, H=Honda PACT, T=Toyota T-TEN.

### Requirements for Mopar CAP, GM ASEP, Honda PACT (31 Credits)

- AUTOT 170C Fundamentals of FCA Auto Service Training **Credits: 3**  
or
- AUTOT 170G Fundamentals of GM Auto Service Training **Credits: 8**  
or

- AUTOT 170H Fundamentals of Honda Auto Service Training **Credits: 8**
- AUTOT 172C M-CAP Brake Systems **Credits: 8**  
or
- AUTOT 172G GM Brake Systems **Credits: 8**  
or
- AUTOT 172H Honda Brake Systems **Credits: 8**
- AUTOT 272C Applied Learning Brake Systems **Credits: 6**  
or
- AUTOT 272G Applied Learning GM Brake Systems **Credits: 6**  
or
- AUTOT 272H Applied Learning Brake Systems **Credits: 6**
- AUTOT 273C Applied Learning Steering & Suspension Systems **Credits: 6**  
or
- AUTOT 273G Applied Learning Steering & Suspension Systems **Credits: 6**  
or
- AUTOT 273H Applied Learning Steering & Suspension Systems **Credits: 6**

### Requirements for Toyota T-TEN (32 Credits)

- AUTOT 180T Fundamentals of Auto Service Training **Credits: 6**
- AUTOT 183T Brakes and Suspension **Credits: 16**
- AUTOT 283 T-TEN Cooperative Internship 3 **Credits: 10**

### Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

### Program Advisors:

GM Asep  
**Scott Main** 206-546-4784 [smain@shoreline.edu](mailto:smain@shoreline.edu) Rm 2153

Honda PACT  
**Bob Biesiedzinski** 206-546-6970 [bbiesied@shoreline.edu](mailto:bbiesied@shoreline.edu) Rm 2151

Mopar CAP  
**Rob Allred** 206-546-5844 [rallred@shoreline.edu](mailto:rallred@shoreline.edu) Rm 2157

Toyota T-TEN

**Jeff Cromwell** 206-533-6648 jcromwell@shoreline.edu Rm 2156

**Kevin Roner** 206-533-6793 kroner@shoreline.edu Rm 2155

## Program Information:

**Length of Program:** 31-32 Credits

**Completion Award:** Certificate of Completion

**Approximate Quarterly Costs:** Lab Fee: \$125.90

(in addition to tuition, books and parking)

**Website:**

<http://www.shoreline.edu/programs/automotive/automotive-brakes-specialist-certificate.aspx>

EPC 712Y

# Automotive - Drive Train Specialist Certificate of Completion Planning Guide

## Program Description:

The Certificate of Completion as a Drive Train Specialist is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students must be accepted into the General Motors Automotive Service Educational Program (ASEP), Honda Professional Automotive Career Training (PACT), Fiat Chrysler Automobiles (FCA) Mopar College Autmototive Program (MoparCAP), or Toyota Technician Training and Education Network (T-TEN) AAAS program.

## Certificate of Completion (16-28 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- Placement into ENGL& 101 or acceptance to MoparCAP I-BEST program
- Sponsorship by a participating approved repair facility
- Automotive skills test
- Valid driver's license
- Proof of insurability
- Some dealers require drug testing
- Instructor interview

## Core Requirements (16-28 Credits)

Course requirements are specific to the industry-specific program. Courses coded with C=MoparCAP, G=GM ASEP, H=Honda PACT, T=Toyota T-TEN.

## Requirements for GM ASEP and Honda PACT (16 Credits)

- AUTOT 174G GM Manual Gear Trains and Transaxles **Credits: 8**  
or
- AUTOT 174H Honda Manual Gear Trains and Transaxles **Credits: 8**

- AUTOT 177G GM Automatic Transmissions/Transaxles **Credits: 8**  
or
- AUTOT 177H Honda Automatic Transmissions/Transaxles **Credits: 8**

## Requirements for MoparCAP (28 Credits)

- AUTOT 174C M-CAP Gear Trains and Transaxles **Credits: 8**
- AUTOT 177C M-CAP Automatic Transmissions/Transaxles **Credits: 8**
- AUTOT 274C Applied Learning Manual Transmissions/Transaxles **Credits: 6**
- AUTOT 277C Applied Learning Auto Transmissions **Credits: 6**

## Requirements for Toyota T-TEN (25 Credits)

- AUTOT 184T Manual Gear Trains and Transaxles **Credits: 6**
- AUTOT 187T Automatic Transmissions/Transaxles **Credits: 9**
- AUTOT 284 T-TEN Cooperative Internship 4 **Credits: 10**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

GM ASEP

**Scott Main** 206-546-4784 [smain@shoreline.edu](mailto:smain@shoreline.edu) Rm 2153

Honda PACT

**Bob Biesiedzinski** 206-546-6970 [bbiesied@shoreline.edu](mailto:bbiesied@shoreline.edu) Rm 2151

Mopar CAP

**Rob Allred** 206-546-5844 [rallred@shoreline.edu](mailto:rallred@shoreline.edu) Rm 2157

Toyota T-TEN

**Jeff Cromwell** 206-533-6648 [jcromwell@shoreline.edu](mailto:jcromwell@shoreline.edu) Rm 2156

**Kevin Roner** 206-533-6796 [kroner@shoreline.edu](mailto:kroner@shoreline.edu) Rm 2155

## Program Information:

**Length of Program:** 16-28 Credits

**Completion Award:** Certificate of Completion

**Approximate Quarterly Costs:**

Lab Fee: \$125.90

Tools and equipment: approximately \$4000 (Dealership experience only)

*(in addition to tuition, books and parking)*

**Website:**

<http://www.shoreline.edu//programs/automotive/automotive-drivetrain-specialist-certificate.aspx>

EPC 712W

# Automotive - Electrical Specialist Certificate of Completion Planning Guide

## Program Description:

The Certificate of Completion as an Electrical Specialist is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students must be accepted into the General Motors Automotive Service Educational Program (ASEP), Honda Professional Automotive Career Training (PACT), Fiat Chrysler Automobiles (FCA) Mopar College Automotive Program (MoparCAP), or Toyota Technician Training and Education Network (T-TEN) AAAS program.

## Certificate of Completion (27-32 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Acceptance into an automotive industry-specific AAAS degree program is required, and based on:

- Placement into ENGL& 101 or acceptance to MoparCAP I-BEST program
- Sponsorship by a participating approved repair facility
- Automotive skills test
- Valid driver's license
- Proof of insurability
- Some dealers require drug testing
- Instructor interview

## Core Requirements (27-32 Credits)

Course requirements are specific to the industry-specific program. Courses coded with C=Mopar CAP, G=GM ASEP, H=Honda PACT, T=Toyota T-TEN.

## Requirements for Mopar CAP, GM ASEP, Honda PACT (27 Credits)

- AUTOT 176C M-CAP Electrical Systems **Credits: 9**  
or
- AUTOT 176G GM Electrical Systems **Credits: 12**

- or
- AUTOT 176H Honda Electrical Systems **Credits: 12**
- AUTOT 178C M-CAP Heating and Air Conditioning **Credits: 6**  
or
- AUTOT 178G GM Heating and Air Conditioning **Credits: 6**  
or
- AUTOT 178H Honda Heating and Air Conditioning **Credits: 6**
- AUTOT 276C Applied Learning Electrical Systems **Credits: 6**  
or
- AUTOT 276G Applied Learning GM Electrical Systems **Credits: 6**  
or
- AUTOT 276H Applied Learning Electrical Systems **Credits: 6**
- AUTOT 278C Applied Learning Heating and Air Conditioning **Credits: 6**  
or
- AUTOT 278G Applied Learning GM Heating & Air Cond Systems **Credits: 6**  
or
- AUTOT 278H Applied Learning Heating & Air Cond Systems **Credits: 6**

## Requirements for Toyota T-TEN (32 Credits)

- AUTOT 186T Electrical Systems **Credits: 16**
- AUTOT 188T Heating and Air Conditioning **Credits: 6**
- AUTOT 281 T-TEN Cooperative Internship 1 **Credits: 10**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

GM ASEP

**Scott Main** 206-546-4784 [smain@shoreline.edu](mailto:smain@shoreline.edu) Rm 2153

Honda PACT

**Bob Biesiedzinski** 206-546-6970 [bbiesied@shoreline.edu](mailto:bbiesied@shoreline.edu) Rm 2151

Mopar CAP

**Rob Allred** 206-546-5844 [rallred@shoreline.edu](mailto:rallred@shoreline.edu) Rm 2157



Toyota T-TEN

**Jeff Cromwell** 206-533-6648 jcromwell@shoreline.edu Rm 2156

**Kevin Roner** 206-533-6793 kroner@shoreline.edu Rm 2155

## Program Information:

**Length of Program:** 27-32 Credits

**Completion Award:** Certificate of Completion

**Approximate Quarterly Costs:** Lab Fee: \$125.90

(in addition to tuition, books and parking)

**Website:**

<http://www.shoreline.edu/programs/automotive/automotive-electrical-specialist-certificate.aspx>

EPC 712X

# Automotive - Engine Specialist Certificate of Completion Planning Guide

## Program Description:

The Certificate of Completion as an Engine Specialist is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students must be accepted into the General Motors Automotive Service Educational Program (ASEP), Honda Professional Automotive Career Training (PACT), Fiat Chrysler Automobiles (FCA) Mopar College Automotive Program (MoparCAP), or Toyota Technician Training and Education Network (T-TEN) AAAS program.

## Certificate of Completion (28-35 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Acceptance into an automotive industry-specific AAAS degree program is required, and based on:

- Placement into ENGL& 101 or acceptance to MoparCAP I-BEST program
- Sponsorship by a participating repair facility
- Automotive skills test
- Valid driver's license
- Proof of insurability
- Some dealers require drug testing
- Instructor interview

## Core Requirements (28-35 Credits)

Course requirements are specific to the industry-specific program. Courses coded with C=MoparCAP, G=GM ASEP, H=Honda PACT, T=Toyota T-TEN.

## Requirements for Mopar CAP, GM ASEP, Honda PACT (28 Credits)

- AUTOT 171C M-CAP Engine Repair **Credits: 8**  
or
- AUTOT 171G General Motors Engine Repair **Credits: 8**

- or
- AUTOT 171H Honda Engine Repair **Credits: 8**
- AUTOT 175C M-CAP Engine Management and Emissions Systems **Credits: 8**  
or
- AUTOT 175G GM Engine Management and Emissions Systems **Credits: 8**  
or
- AUTOT 175H Honda Engine Management and Emissions Systems **Credits: 8**
- AUTOT 271C Applied Learning Engine Mechanical **Credits: 6**  
or
- AUTOT 271G Applied Learning GM Engine Mechanical **Credits: 6**  
or
- AUTOT 271H Applied Learning Engine Mechanical **Credits: 6**
- AUTOT 275C Applied Learning Engine Performance **Credits: 6**  
or
- AUTOT 275G Applied Learning GM Engine Performance **Credits: 6**  
or
- AUTOT 275H Applied Learning Engine Performance **Credits: 6**

## Requirements for Toyota T-TEN (35 Credits)

- AUTOT 181T Engine Repair **Credits: 7**
- AUTOT 185T Engine Control Systems **Credits: 12**
- AUTOT 189T Engine Emission Management Systems **Credits: 6**
- AUTOT 282 T-TEN Cooperative Internship 2 **Credits: 10**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

GM ASEP  
**Scott Main** 206-546-4784 [smain@shoreline.edu](mailto:smain@shoreline.edu) Rm 2153

Honda PACT  
**Bob Biesiedzinski** 206-546-6970 [bbiesied@shoreline.edu](mailto:bbiesied@shoreline.edu) Rm 2151

Mopar CAP

**Rob Allred** 206-546-5844 rallred@shoreline.edu Rm 2157

Toyota T-TEN

**Jeff Cromwell** 206-533-6648 jcromwell@shoreline.edu Rm 2156

**Kevin Roner** 206-533-6793 kroner@shoreline.edu Rm 2155

## Program Information:

**Length of Program:** 28-35 Credits

**Completion Award:** Certificate of Completion

**Approximate Quarterly Costs:** Lab Fee: \$125.90

*(in addition to tuition, books and parking)*

**Website:**

<http://www.shoreline.edu/programs/automotive/automotive-brakes-specialist-certificate.aspx>

EPC 712Z

# Automotive General Service (GST) Technician - IBEST Certificate of Proficiency Planning Guide

## Program Advisor:

**Mark Hankins**

206-546-4758 mhankins@shoreline.edu Rm 2152

## Program Description:

The Certificate of Proficiency is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the entry level knowledge and skills currently in demand by employers in the field. Classes are taught using the groundbreaking I-BEST approach to teaching, providing basic math and communication skills that employers want. Students are encouraged to continue beyond this certificate of proficiency to earn an Automotive Service Technician A.A.A.S. degree by completing an additional 56-61 credits (see degree planning guide). Students may also apply to one of Shoreline's manufacturer-specific training programs, or consider the Engineering AS-T2 transfer degree.

## Program Information:

**Length of Program:** 45 Credits - 3 quarters

**Completion Award:** Certificate of Proficiency

**Approximate Quarterly Costs:** \$63

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/auto](http://www.shoreline.edu/auto)

EPC 7127

## Certificate of Proficiency (45 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

CASAS test score of 220; ESL Level 5 or higher; Instructor interview; permission to register; valid driver's license; proof of insurability, i.e., Dept. of Licensing driving record; some employers require drug testing.

## 3 Quarter Program Requirements

### First Quarter:

- AUTOT 121 General Service Technician I **Credits: 18**

### Second Quarter:

- AUTOT 122 General Service Technician II **Credits: 18**

### Third Quarter:

- AUTOT 190 General Service Technician Internship  
**Credits: 9**

# Electric Vehicle Technician (Tesla) Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers an Electric Vehicle Technician (Tesla) Certificate of completion. This certificate can be a stand-alone program for qualified candidates or optional one-quarter course of study for students in the GST/AST automotive program. This course leads to a certificate of completion in Electric Vehicle Technician service for Tesla Inc.

## Certificate of Completion (17.5 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- CASAS test score of 220
- ESL level 5 or higher
- Permission to register
- Valid U.S. driver's license
- Proof of insurability (i.e. Dept. of Licensing driving record)
- Tesla internship interview process
- Tesla new hire background check

Work with your advisor to determine English and Math placement.

## Core Requirements - 17.5 Credits

- AUTOT 141 Tesla START I **Credits: 7.5**
- AUTOT 142 Tesla START II **Credits: 10**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning and Success at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Where can I go for help?

## Program Advisor:

**Luke Thompson** 425-249-6156 [lthompson@shoreline.edu](mailto:lthompson@shoreline.edu) Rm 2914

## Program Navigator:

**Amber Avery** 206-546-4793 [aavery@shoreline.edu](mailto:aavery@shoreline.edu) Rm 2914

## Program Information:

**Length of Program:** 17.5 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$1700

*(in addition to tuition, books and parking)*

**Website:** <http://www.shoreline.edu/auto>

EPC: 712T

# FCA MOPAR CAP Electrical, HVAC & Chassis Specialist Certificate of Proficiency Planning Guide

## Program Description:

The Certificate of Proficiency as a FCA Technician is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. This certificate is available only to those students enrolled in the MOPAR CAP Program and is a prerequisite to the FCA Powertrain Specialist Certificate of Proficiency.

## Certificate of Proficiency (58 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- Instructor interview
- Completion of an Automotive Knowledge Assessment
- Valid driver's license
- Proof of insurability
- All dealers require drug testing
- Sponsorship by a participating repair facility (can be arranged after acceptance into the program)

## Core Program Requirements (58 Credits)

### Fall Quarter

- AUTOT 170C Fundamentals of FCA Auto Service Training **Credits: 3**
- AUTOT 176C M-CAP Electrical Systems **Credits: 9**
- AUTOT 178C M-CAP Heating and Air Conditioning **Credits: 6**
- AUTOT 276C Applied Learning Electrical Systems **Credits: 6**
- AUTOT 278C Applied Learning Heating and Air Conditioning **Credits: 6**

### Winter Quarter

- AUTOT 172C M-CAP Brake Systems **Credits: 8**
- AUTOT 173C M-CAP Steering & Suspension Systems **Credits: 8**
- AUTOT 272C Applied Learning Brake Systems **Credits: 6**
- AUTOT 273C Applied Learning Steering & Suspension Systems **Credits: 6**

## Program Advisor:

**Rob Allred** 206-546-5844 rallred@shoreline.edu Rm 2157

## Program Information:

**Length of Program:** 58 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** 2 Quarters

**Approximate Quarterly Costs:** \$500.00  
(in addition to tuition, books and parking)

**Website:**

<https://www.shoreline.edu/programs/automotive/mopar-college-automotive-program-moparcap-aaas.aspx>

EPC Code: 712F

# FCA MOPAR CAP Powertrain Specialist Certificate of Proficiency Planning Guide

## Program Description:

The Certificate of Proficiency as a FAC Powertrain Specialist is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. This Certificate is only available to students who are enrolled in the MOPAR CAP Program and who have successfully completed the FCA MOPAR CAP Electrical, HVAC & Chassis Specialist Certificate of Proficiency.

## Certificate of Proficiency (56 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- Instructor interview
- Completion of an Automotive Knowledge Assessment
- Valid driver's license
- Proof of insurability
- All dealers require drug testing
- Sponsorship by a participating repair facility (can be arranged after acceptance into the program)

## Core Program Requirements (56 Credits)

### Spring Quarter

- AUTOT 174C M-CAP Gear Trains and Transaxles **Credits: 8**
- AUTOT 177C M-CAP Automatic Transmissions/Transaxles **Credits: 8**
- AUTOT 274C Applied Learning Manual Transmissions/Transaxles **Credits: 6**
- AUTOT 277C Applied Learning Auto Transmissions **Credits: 6**

### Summer Quarter

- AUTOT 171C M-CAP Engine Repair **Credits: 8**
- AUTOT 175C M-CAP Engine Management and Emissions Systems **Credits: 8**
- AUTOT 271C Applied Learning Engine Mechanical **Credits: 6**
- AUTOT 275C Applied Learning Engine Performance **Credits: 6**

## Program Advisor:

**Rob Allred** 206-546-5844 rallred@shoreline.edu Rm 2157

## Program Information:

**Length of Program:** 56 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** 2 Quarters

**Approximate Quarterly Costs:** \$500.00  
(in addition to tuition, books and parking)

**Website:** <http://www.shoreline.edu/programs/automotive/mopar-college-automotive-program-moparcap-aaas.aspx>

EPC Code: 712G

# Honda Electrical, HVAC & Chassis Specialist Certificate of Proficiency Planning Guide

## Program Description:

The Certificate of Proficiency as a Honda PACT Technician is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. This certificate is available only to those students enrolled in the Honda PACT Program, and is prerequisite to the Honda Powertrain Specialist Certificate of Completion.

## Certificate of Proficiency (82 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- Instructor interview
- Completion of an Automotive Knowledge Assessment
- Valid Washington State driver's license
- Proof of insurability
- All dealers require drug testing
- Sponsorship by a participating repair facility (can be arranged after acceptance into program)

## Core Program Requirements (82 Credits)

### Fall Quarter

- AUTOT 170H Fundamentals of Honda Auto Service Training **Credits: 8**
- AUTOT 176H Honda Electrical Systems **Credits: 12**
- AUTOT 178H Honda Heating and Air Conditioning **Credits: 6**

### Winter Quarter

- AUTOT 172H Honda Brake Systems **Credits: 8**
- AUTOT 173H Honda Steering and Suspension Systems **Credits: 8**
- AUTOT 276H Applied Learning Electrical Systems **Credits: 6**
- AUTOT 278H Applied Learning Heating & Air Cond Systems **Credits: 6**

### Spring Quarter

- AUTOT 171H Honda Engine Repair **Credits: 8**
- AUTOT 175H Honda Engine Management and Emissions Systems **Credits: 8**
- AUTOT 272H Applied Learning Brake Systems **Credits: 6**
- AUTOT 273H Applied Learning Steering & Suspension Systems **Credits: 6**

## Program Advisor:

**Bob Biesiedzinski** 206-546-6970 bbiesied@shoreline.edu Rm 2151

## Program Information:

**Length of Program:** 82 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** 3 quarters

**Approximate Quarterly Costs:** \$500.00  
(in addition to tuition, books and parking)

**Website:** [www.shoreline.edu/auto/honda.aspx](http://www.shoreline.edu/auto/honda.aspx)

EPC Code: 712D



# Honda Powertrain Specialist Certificate of Completion Planning Guide

**Bob Biesiedzinski** 206-546-6970 bbiesied@shoreline.edu Rm 2151

## Program Information:

**Length of Program:** 28 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** 1 quarter

**Approximate Quarterly Costs:** \$500.00  
(in addition to tuition, books and parking)

**Website:** <http://www.shoreline.edu/auto/honda.aspx>

EPC Code: 712E

## Program Description:

The Certificate of Completion as a Honda Powertrain Specialist is designed to prepare students for careers in the automotive service industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. This Certificate is only available to students who are enrolled in the Honda PACT Program and who have successfully completed the Honda Electrical, HVAC & Chassis Specialist&nbsp;Certification.

## Certificate of Completion (28 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

- Instructor interview
- Completion of an Automotive Knowledge Assessment
- Valid Washington State driver's license
- Proof of insurability
- All dealers require drug testing
- Sponsorship by a participating repair facility (can be arranged after acceptance into program)

## Core Program Requirements (28 Credits)

### Summer Quarter

- AUTOT 174H Honda Manual Gear Trains and Transaxles  
**Credits: 8**
- AUTOT 177H Honda Automatic Transmissions/Transaxles **Credits: 8**
- AUTOT 271H Applied Learning Engine Mechanical  
**Credits: 6**
- AUTOT 275H Applied Learning Engine Performance  
**Credits: 6**

## Program Advisor:

# Biotechnology

## Biotechnology Lab Specialist, AAAS Planning Guide

### Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills leading to an entry-level laboratory position involved in the production of genetically engineered drugs, gene therapy, microbiology, virology, forensic science, agriculture and environmental science. Students interested in advancement are encouraged to pursue a four-year baccalaureate degree using the Biological Sciences Pre-Major, AS-T1 Planning Guide.

### AAAS Degree (92.5-93.5 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

Current (within two years) knowledge of Intermediate Algebra 1 (MATH 098) or higher and placement into ENGL& 101 is a prerequisite for MATH& 146. MATH 099 or higher and placement into ENGL& 101 is a prerequisite for CHEM& 121 and CHEM 171.

### Application Required:

An application is required to enter the four-quarter Core Biotech Sequence of Courses: BIOL 249, BIOL 265, BIOL 266, BIOL 270, BIOL 274, BIOL 275, BIOL 277, BIOL 279, BIOL 280.

Please see an advisor for an application form or visit:

<http://www.shoreline.edu/biotechnology/application.aspx>

### General Education Core Requirements - 17 Credits

#### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

#### Quantitative/Symbolic Reasoning (5 Credits)

- BUSTC 105 Computer Applications **Credits: 5**

#### Human Relations (2 Credits)

- BUS 105 Essentials of Human Relations **Credits: 2**

#### Multicultural Understanding (5 Credits)

Choose either MCS 105 or CMST 203.

### Biotechnology Core Requirements (75.5-76.5 Credits)

- BIOL& 211 Majors Cellular: Biology **Credits: 5**
- BIOL 249 Tissue Culture and Staining **Credits: 4**
- BIOL& 260 Microbiology **Credits: 5**
- BIOL 265 Solution and Media Preparation **Credits: 2**
- BIOL 266 Media and Solution Preparation II **Credits: 2**
- BIOL 270 Molecular Biology **Credits: 3**
- BIOL 274 Molecular Biology Lab **Credits: 3**
- BIOL 275 Recombinant DNA Techniques **Credits: 6**
- BIOL 277 Immunology **Credits: 6**
- BIOL 279 Biotechnology Techniques **Credits: 3**
- BIOL 280 Seminar In Biotechnology **Credits: 1**
- BIOL 290 Internship **Credits: 1-2**
- CHEM& 121 Introduction to Chemistry **Credits: 5**
- CHEM& 131 Intro to Organic/Biochemistry **Credits: 5**
- CHEM 171 General-Inorganic Chemistry I **Credits: 4**
- CHEM 181 General-Inorganic Chemistry I (Lecture-Lab) **Credits: 2.5**
- CHEM 172 General-Inorganic Chemistry II **Credits: 4**
- CHEM 182 General-Inorganic Chemistry II (Lecture-Lab) **Credits: 2.5**
- CHEM 173 General-Inorganic Chemistry III **Credits: 4**
- CHEM 183 General-Inorganic Chemistry III (Lecture-Lab) **Credits: 2.5**
- MATH& 146 Introduction to Stats **Credits: 5**

### Core Biotech Sequence

#### Fall Quarter 1st Year

- ENGL& 101 English Composition I **Credits: 5**  
or
- BTWRT 215 Business Communications **Credits: 5**
- CHEM& 121 Introduction to Chemistry **Credits: 5**
- MCS 105 Introduction to Multicultural Studies **Credits: 5**  
or

- CMST 203 Communication for Social Change **Credits: 5**

## Winter Quarter 1st Year

- MATH& 146 Introduction to Stats **Credits: 5**
- BIOL& 211 Majors Cellular: Biology **Credits: 5**
- BUSTC 105 Computer Applications **Credits: 5**

## Spring Quarter 1st Year

- CHEM& 131 Intro to Organic/Biochemistry **Credits: 5**
- BIOL& 260 Microbiology **Credits: 5**
- BUS 105 Essentials of Human Relations **Credits: 2**

## Fall Quarter 2nd Year

- CHEM 171 General-Inorganic Chemistry I **Credits: 4**
- CHEM 181 General-Inorganic Chemistry I (Lecture-Lab) **Credits: 2.5**
- BIOL 270 Molecular Biology **Credits: 3**
- BIOL 274 Molecular Biology Lab **Credits: 3**
- BIOL 265 Solution and Media Preparation **Credits: 2**

## Winter Quarter 2nd Year

- CHEM 172 General-Inorganic Chemistry II **Credits: 4**
- CHEM 182 General-Inorganic Chemistry II (Lecture-Lab) **Credits: 2.5**
- BIOL 275 Recombinant DNA Techniques **Credits: 6**
- BIOL 280 Seminar In Biotechnology **Credits: 1**
- BIOL 266 Media and Solution Preparation II **Credits: 2**

## Spring Quarter 2nd Year

- CHEM 173 General-Inorganic Chemistry III **Credits: 4**
- CHEM 183 General-Inorganic Chemistry III (Lecture-Lab) **Credits: 2.5**
- BIOL 249 Tissue Culture and Staining **Credits: 4**
- BIOL 277 Immunology **Credits: 6**

## Summer Quarter 2nd Year

- BIOL 279 Biotechnology Techniques **Credits: 3**
- BIOL 290 Internship **Credits: 1-2**

## Where can I go for help?

## Program Advisor:

**Dina Kovarik** 206-546-4747 dkovarik@shoreline.edu Rm 2814

## First Year Advisor

**Joyce Fagel** 206-546-4559 jfagel@shoreline.edu Rm 5241

## Program Information:

**Length of Program:** 92.5-93.5 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Fall

**Approximate Quarterly Costs:** \$660/yr for lab fees  
(in addition to tuition, books and parking)

**Website:** [www.shoreline.edu/biotechnology/](http://www.shoreline.edu/biotechnology/)

EPC 678

# Biotechnology Lab Specialist Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Biotechnology Lab Specialist Certificate of Completion (CC) to prepare students for an entry-level position in laboratories involved in the production of genetically engineered drugs, gene therapy, microbiology, virology, forensic science, agriculture and environmental science. This program is designed for post-baccalaureate students. Students pursuing a four-year baccalaureate degree should follow the Biological Sciences Pre-Major (AS-T1) planning guide.

## Certificate of Completion (37-38 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Meet with an advisor to identify courses from the Program Prerequisite list below that must be taken before starting the Core Biotech Sequence of classes. Students entering the program must have received at least a 2.0 in each of these classes (or an equivalent course) within the last 5 years. Professional experience will also be considered.

- ENGL& 101 or BTWRT 215
- CHEM& 121
- BIOL& 211
- BUSTC 105
- CHEM& 131
- MATH& 146
- BIOL& 260

## Application Required:

An application is required to enter the four-quarter Core Biotech Sequence of classes: BIOL 265/BIOL 266, BIOL 270/BIOL 274, BIOL 275, BIOL 277, BIOL 279, BIOL 249, BIOL 280, and BIOL 290. Please see an advisor for an application form or visit: <http://www.shoreline.edu/biotechnology/application.aspx>.

## Core Biotech Sequence

### Fall Quarter

- BIOL 270 Molecular Biology **Credits: 3**
- BIOL 274 Molecular Biology Lab **Credits: 3**
- BIOL 265 Solution and Media Preparation **Credits: 2**
- BIOL 285 Basics of Bioinformatics **Credits: 2**

### Winter Quarter

- BIOL 275 Recombinant DNA Techniques **Credits: 6**
- BIOL 280 Seminar In Biotechnology **Credits: 1**
- BIOL 266 Media and Solution Preparation II **Credits: 2**
- BIOL 286 Molecular Lab Techniques **Credits: 2**

### Spring Quarter

- BIOL 249 Tissue Culture and Staining **Credits: 4**
- BIOL 277 Immunology **Credits: 6**

### Summer Quarter

- BIOL 279 Biotechnology Techniques **Credits: 3**
- BIOL 288 Basic Principles of Flow Cytometry **Credits: 2**
- BIOL 290 Internship **Credits: 1-2**

## Total Credits Required (37-38)

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Dina Kovarik** 206-546-4747 [dkovarik@shoreline.edu](mailto:dkovarik@shoreline.edu) Rm 2814

## Program Information:

**Length of Program:** 37-38 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall

**Approximate Quarterly Costs:** \$660/yr for lab fees  
(in addition to tuition, books and parking)

**Website:** [www.shoreline.edu/biotechnology](http://www.shoreline.edu/biotechnology)

# Business Administration

## Accounting, AAAS Planning Guide Planning Guide

### Program Description:

The Accounting Associate in Applied Arts and Sciences degree is designed to prepare students for careers in the public and private accounting sectors. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Accounting should follow the transfer degree Associate in Business, DTA/MRP Planning Guide.

### A.A.A.S. DEGREE - 90-92 Credits

Minimum 2.0 required in all Accounting courses.

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

Keyboarding is assumed knowledge. If you are not proficient in this area, Shoreline Community College provides classes to help students gain the necessary skills.

### General Education - 18-20 Credits

#### Communication (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

#### Quantitative/Symbolic Reasoning (5 Credits)

Take either BUS 102 or MATH 099,

#### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

#### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 103, MCS 105, CMST 203, CMST 285, GWS 284, HIST 245 PSYC 230.

### Core Requirements - 67 Credits

- ACCT 104 Payroll Accounting **Credits: 5**
- ACCT 170 Federal Income Tax Individuals/Small Business **Credits: 5**
- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 202 Principles of Accounting II **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- ACCT 206 Computer Accounting **Credits: 5**
- ACCT 208 Not-for Profit and Governmental Accounting **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS& 201 Business Law **Credits: 5**
- BUSTC 107 Computer 10-Key **Credits: 2**
- BTWRT 115 Business English **Credits: 5**
- BUSTC 128 Word 365, Level 1 **Credits: 5**
- BUSTC 150 Excel 365 **Credits: 5**
- CMST& 101 Introduction to Communication **Credits: 5**

### Select One or More to Complete Credit Requirements (3-5 Credits)

#### Work Experience/Industry Certification

- QuickBooks Certification **Credits: 3**
- AIPB Bookkeeper Certification **Credits: 3**
- IRS Registered Tax Return Preparer **Credits: 3**
- Other (approved by advisory) **Credits: 3**
- or one or more of the following courses: BUS 120, BUS 180, BUS 270, BUSTC 101, BUSTC 129, BUSTC 160, BUSTC 170, ECON& 201

### Program Advisor:

**Dan King** 206-546-4702 dking@shoreline.edu Rm 1415

**Brad Fader** 206-546-4688 bfader@shoreline.edu Rm 1416

### Program Information:

**Length of Program:** 90-92 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

(in addition to tuition, books and parking)

**Website:** [www.shoreline.edu/busad/accounting.aspx](http://www.shoreline.edu/busad/accounting.aspx)

EPC 505

# Business, AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills in a specific career field to enter the workforce directly upon completion of the degree. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Business Administration should follow the Business AA-DTA transfer degree planning guide.

## AAAS Degree (93-95 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Additional Information

Shoreline Community College has an articulation agreement with The Evergreen State College (TESC). Students who complete the AAAS degree in Business Administration can transfer their credits to TESC to complete a bachelor's degree.

## Program Prerequisites:

Placement into either ENGL& 101 or BTWRT 115, and placement into either MATH 070 or BUS 102.

## General Education Requirements - 18-20 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH& 107.

### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 103, CMST 203, GWS 284, HIST 245, MCS 105, EDUC& 240.

## Core Program Requirements - 75 Credits

*\* Course offered online only in quarter(s) specified.*

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5 \***
- BUS 141 Purchasing and Supply **Credits: 5**
- BUS& 201 Business Law **Credits: 5 \***
- BUS 217 Fundamentals of Sustainable Business **Credits: 5 \***
- BUS 219 Sustainable Marketing **Credits: 5 \***
- BUS 215 Introduction to International Business **Credits: 5**
- BUS 240 Introduction to E-Business **Credits: 5 \***
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5 \***
- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 202 Principles of Accounting II **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUSTC 105 Computer Applications **Credits: 5**
- ECON& 201 Micro Economics **Credits: 5 \***
- ECON& 202 Macro Economics **Credits: 5 \***

## Sample Schedule for A.A.A.S. Degree

*\* Course offered once per year, during the quarter listed.*

### 1st Year

#### Fall Quarter

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 141 Purchasing and Supply **Credits: 5 \***
- BUS 217 Fundamentals of Sustainable Business **Credits: 5 \***

#### Winter Quarter

- BUSTC 105 Computer Applications **Credits: 5**
- BUS 102 Business Mathematics **Credits: 5**
- BUS 103 Multiculturalism In the Workplace **Credits: 3**

#### Spring Quarter

- BUS 219 Sustainable Marketing **Credits: 5 \***
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5 \***

## Summer Quarter

- BUS 120 Principles of Marketing **Credits: 5 \***
- BUS 104 Human Relations In Business **Credits: 5 \***

## 2nd Year

### Fall Quarter

- BUS 240 Introduction to E-Business **Credits: 5 \***
- ACCT& 201 Principles of Accounting I **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**

### Winter Quarter

- ACCT& 202 Principles of Accounting II **Credits: 5**
- ECON& 201 Micro Economics **Credits: 5**

### Spring Quarter

- ACCT& 203 Principles of Accounting III **Credits: 5**
- ECON& 202 Macro Economics **Credits: 5**

## Summer Quarter

- BUS 215 Introduction to International Business **Credits: 5 \***
- BUS& 201 Business Law **Credits: 5 \***

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 93-95 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 5026

# Entrepreneurship, AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree and certificates are designed to provide students with the knowledge and skills in specific career fields to enter the workforce directly upon completion of the degree or certificate. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Business should follow the Business AA-DTA transfer degree planning guide.

## AAAS Degree (93-95 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215, and placement into MATH 070 or BUS 102.

## General Education Core Requirements - 18-20 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH& 107.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 103, HUM 105, CMST 203, CMST 285, EDUC& 240, HIST 245, MCS 105, GWS 284.

### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

## Core Requirements - 75 Credits

*\* Course is offered once a year during the quarter listed*

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 180 Project Management I **Credits: 5 \***
- BUS& 201 Business Law **Credits: 5**
- BUS 215 Introduction to International Business **Credits: 5**
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 225 Relationship Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 240 Introduction to E-Business **Credits: 5 \***  
or
- BUS 217 Fundamentals of Sustainable Business **Credits: 5**
- BUS 250 Human Resource Management **Credits: 5**
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**
- ECON 100 Survey of Economic Principles **Credits: 5**  
or
- ECON& 201 Micro Economics **Credits: 5**

## Recommended

- BUSTC 105 Computer Applications **Credits: 5**

## Sample Schedule for A.A.A.S. Degree

*\* Only offered once per year, during the quarter listed.*

### 1st Year

#### Fall Quarter

- BUS 104 Human Relations In Business **Credits: 5**
- BUS 102 Business Mathematics **Credits: 5**
- BUS 225 Relationship Marketing **Credits: 5**

#### Winter Quarter

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***



## Spring Quarter

- BUS 250 Human Resource Management **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***

## 2nd Year

### Fall Quarter

- ACCT& 201 Principles of Accounting I **Credits: 5**
- BUS 180 Project Management I **Credits: 5 \***
- BUS 240 Introduction to E-Business **Credits: 5 \***

### Winter Quarter

- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 201 Business Law **Credits: 5**
- BUS 215 Introduction to International Business **Credits: 5**

### Spring Quarter

- BUS 103 Multiculturalism In the Workplace **Credits: 3**
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**
- ECON 100 Survey of Economic Principles **Credits: 5**

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 93-95 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 254

# General Business Administration, AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills in a specific career field to enter the workforce directly upon completion of the degree. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Business Administration should follow the Associate in Business, DTA/MRP Planning Guide.

## AAAS Degree (93 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Additional Information

Shoreline Community College has an articulation agreement with The Evergreen State College (TESC). Students who complete the AAAS degree in Business Administration can transfer their credits to TESC to complete a bachelor's degree.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215, and placement into MATH 070 or BUS 102.

## General Education Requirements (18-20 Credits)

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH& 107.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 103, CMST 203, GWS 284, HIST 245, MCS 105, EDUC& 240.

## Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

## Core Program Requirements (75 Credits)

*\* Course offered once per year, during the quarter listed.*

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS& 201 Business Law **Credits: 5**
- BUS 217 Fundamentals of Sustainable Business **Credits: 5 \***
- BUS 215 Introduction to International Business **Credits: 5**
- BUS 225 Relationship Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 240 Introduction to E-Business **Credits: 5 \***
- BUS 250 Human Resource Management **Credits: 5 \***
- BUS 255 Principles of Management **Credits: 5 \***
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**
- ECON 100 Survey of Economic Principles **Credits: 5**  
or
- ECON& 201 Micro Economics **Credits: 5**

## Recommendation

- BUSTC 105 Computer Applications **Credits: 5**

## Sample Schedule for AAAS Degree

*\* Course offered once per year, during the quarter listed.*

### 1st Year

#### Fall Quarter

- BUS 217 Fundamentals of Sustainable Business **Credits: 5 \***
- BUS 102 Business Mathematics **Credits: 5**
- BUS 225 Relationship Marketing **Credits: 5 \***

## Winter Quarter

- BUS 104 Human Relations In Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***

## Spring Quarter

- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 250 Human Resource Management **Credits: 5 \***
- BUS& 101 Introduction to Business **Credits: 5**

## 2nd Year

### Fall Quarter

- ACCT& 201 Principles of Accounting I **Credits: 5**
- BUS 240 Introduction to E-Business **Credits: 5 \***
- BUS 255 Principles of Management **Credits: 5 \***

### Winter Quarter

- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 201 Business Law **Credits: 5**
- BUS 215 Introduction to International Business **Credits: 5**

### Spring Quarter

- BUS 103 Multiculturalism In the Workplace **Credits: 3**
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**
- ECON 100 Survey of Economic Principles **Credits: 5**

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 93 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 505

# Marketing, AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree and Certificate are designed to provide students with the knowledge and skills in the marketing field to enter the workforce directly upon completion of the degree or certificate. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide transfer degree planning guide.

## AAAS Degree (93 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215, and placement into MATH 070 or BUS 102.

## General Education Core Requirements - 18-20 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH& 107.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 103, CMST 203, GWS 284, HIST 245, MCS 105, EDUC& 240.

### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

## Core Program Requirements - 75 Credits

*\* Course offered once per year, during the quarter listed.*

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 180 Project Management I **Credits: 5 \***
- BUS& 201 Business Law **Credits: 5**
- BUS 219 Sustainable Marketing **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 225 Relationship Marketing **Credits: 5** (formerly *Professional Selling*) \*
- BUS 240 Introduction to E-Business **Credits: 5 \***
- BUS 247 Social Media Marketing **Credits: 5**
- BUS 248 Digital Marketing **Credits: 5**
- BUS 249 Market Research **Credits: 5**
  
- ECON 100 Survey of Economic Principles **Credits: 5**  
or
- ECON& 201 Micro Economics **Credits: 5**

## Recommended

- BUSTC 105 Computer Applications **Credits: 5**

## Sample Schedule for AAAS Degree

*\*Course offered once per year, during the quarter listed.*

### 1st Year

#### Fall Quarter

- BUS 104 Human Relations In Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 180 Project Management I **Credits: 5 \***

#### Winter Quarter

- BUS 102 Business Mathematics **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**

## Spring Quarter

- BUS 219 Sustainable Marketing **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- ECON 100 Survey of Economic Principles **Credits: 5**

## 2nd Year

### Fall Quarter

- ACCT& 201 Principles of Accounting I **Credits: 5**
- BUS 225 Relationship Marketing **Credits: 5 \***
- BUS 240 Introduction to E-Business **Credits: 5 \***

### Winter Quarter

- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS 103 Multiculturalism In the Workplace **Credits: 3**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 247 Social Media Marketing **Credits: 5 \***

### Spring Quarter

- BUS& 201 Business Law **Credits: 5**
- BUS 248 Digital Marketing **Credits: 5**
- BUS 249 Market Research **Credits: 5**

## Program Advisor:

**Ailsa Kellam** 206-546-4757 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 93 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 245

# Retail Management, AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills in Retail Management to enter the workforce directly upon completion of the degree. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide .

## AAAS Degree (93-95 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215, and placement into MATH 070 or BUS 102, or instructor permission.

## General Education Core Requirements - 18-20 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH& 107.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 103, CMST 203, GWS 284, HIST 245, MCS 105, EDUC& 240.

### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

## Core Program Requirements - 75 Credits

*\* Course is offered once a year during the quarter listed.*

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS& 201 Business Law **Credits: 5**
- BUS 217 Fundamentals of Sustainable Business **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 225 Relationship Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 240 Introduction to E-Business **Credits: 5 \***
- BUS 255 Principles of Management **Credits: 5 \***
- BUS 250 Human Resource Management **Credits: 5 \***
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**
- ECON 100 Survey of Economic Principles **Credits: 5**  
or
- ECON& 201 Micro Economics **Credits: 5**

## Recommended

- BUSTC 105 Computer Applications **Credits: 5**

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 93-95 Credits

**Completion Award:** AAAS

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 298

# Accounting Certificate of Proficiency Planning Guide

## Program Description

The Accounting Certificate of Proficiency is designed to prepare students for careers in the public and private accounting sectors. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Accounting should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Proficiency (55 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

**Minimum 2.0 required in all Accounting courses.**

## General Education (15 Credits)

- BTWRT 215 Business Communications **Credits: 5**  
or
- ENGL& 101 English Composition I **Credits: 5**
- BUS 102 Business Mathematics **Credits: 5**  
or
- MATH 099 Intermediate Algebra **Credits: 5**
- BUS 104 Human Relations In Business **Credits: 5**

## Core Requirements (40 Credits)

- ACCT 104 Payroll Accounting **Credits: 5**
- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 202 Principles of Accounting II **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- ACCT 206 Computer Accounting **Credits: 5**
- BTWRT 115 Business English **Credits: 5**
- BUSTC 128 Word 365, Level 1 **Credits: 5**
- BUSTC 150 Excel 365 **Credits: 5**

## Program Advisor

**Dan King** 206-546-4702 dking@shoreline.edu Rm 1415

**Brad Fader** 206-546-4688 bfader@shoreline.edu Rm 1416

## Program Information:

**Length of Program:** 55 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/accounting.aspx](http://www.shoreline.edu/busad/accounting.aspx)

See Accounting, AAAS Planning Guide Planning Guide for more information.

EPC 5053

# Accounting Clerk Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Accounting Clerk Certificate of Completion (CC) leading to an entry-level position in the accounting field. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Associate Degrees in Accounting. Students pursuing a four-year baccalaureate degree should follow the Associate in Business, DTA/MRP Planning Guide.

## Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/accounting.aspx](http://www.shoreline.edu/busad/accounting.aspx)  
EPC J505B

## Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 099 or EAP 099 and placement into MATH 098.

## Program Requirements

- ACCT& 201 Principles of Accounting I **Credits: 5**
- BUSTC 150 Excel 365 **Credits: 5**
- ACCT 206 Computer Accounting **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Dan King** 206-546-4702 [dking@shoreline.edu](mailto:dking@shoreline.edu) Rm 1415

**Brad Fader** 206-546-4688 [bfader@shoreline.edu](mailto:bfader@shoreline.edu) Rm 1416



# Accounts Receivable Clerk/Accounts Payable Clerk Certificate of Completion Planning Guide

## Program Description

Shoreline Community College offers a short-term Certificate of Completion (CC) in Accounts Receivable Clerk/Accounts Payable Clerk leading to an entry-level accounting clerk positions. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Associate Degrees in Accounting. Students pursuing a four-year baccalaureate degree should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (20 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 099 or EAP 099, and placement into MATH 098.

## Program Requirements

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 202 Principles of Accounting II **Credits: 5**
- BUSTC 150 Excel 365 **Credits: 5**
- ACCT 206 Computer Accounting **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

## Program Advisor:

**Dan King** 206-546-4702 dking@shoreline.edu Rm 1415

**Brad Fader** 206-546-4688 bfader@shoreline.edu Rm 1416

## Program Information:

**Length of Program:** 20 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/accounting.aspx](http://www.shoreline.edu/busad/accounting.aspx)

EPC 5055

# Entrepreneurship Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in leading to a Certificate of Completion (CC) in Entrepreneurship. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete a Certificate of Proficiency (CP) or an Associate in Applied Arts and Sciences (AAAS) degree in Entrepreneurship. Students pursuing a four-year baccalaureate degree in Business should follow the Business Associate in Arts (AA-DTA) direct transfer degree planning guide.

## Certificate of Completion (30 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215, and placement into MATH 070 or BUS 102.

## Program Requirements

### Core Business Requirements (15 credits)

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 102 Business Mathematics **Credits: 5**  
or
- MATH& 107 Math In Society **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**

### Entrepreneurship Requirements (15 credits)

*\* Courses marked with an asterisk are offered during the quarter listed.*

- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 30 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 2544

# Entrepreneurship Certificate of Proficiency Planning Guide

## Program Description:

Shoreline Community College offers a Certificate of Proficiency (CP) in Entrepreneurship. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete an Associate in Applied Arts and Sciences (AAAS) degree in Entrepreneurship. Students pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Proficiency (45 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Core Requirements - 10 Credits

### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

### Quantitative/Symbolic Reasoning (5 Credits)

- BUS 102 Business Mathematics **Credits: 5**

## Core Requirements - 35 Credits

*\* Course is offered once a year during the quarter listed*

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 240 Introduction to E-Business **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 45 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

See Entrepreneurship, AAAS Planning Guide for more information.

EPC 2543

# General Business Administration Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in General Business Administration leading to a Certificate of Completion (CC) and an entry level position in the business field. Students interested in advancement are encouraged to enroll in a longer course of study to complete a Certificate of Proficiency (CP) or an Associate in Applied Arts and Sciences degree in General Business Administration (AAAS). Those interested in pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (30 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215 and placement into MATH 070 or BUS 102.

## Program Requirements

### General Business Requirements (15 Credits)

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 102 Business Mathematics **Credits: 5**  
or
- MATH& 107 Math In Society **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**

### Business Administration Requirements (15 credits)

*\* Courses marked with an asterisk are offered once a year.*

- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 255 Principles of Management **Credits: 5 \***

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 30 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 5024

# General Business Administration Certificate of Proficiency Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences Certificate of Proficiency is designed to provide students with the knowledge and skills in a specific career field to enter the workforce directly upon completion of the degree. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete an Associate in Applied Arts and Sciences (AAAS) degree in General Business. Students interested in pursuing a four-year baccalaureate degree in Business Administration should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Proficiency (45 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Requirements (10 Credits)

- BUS 102 Business Mathematics **Credits: 5**
- BUS 104 Human Relations In Business **Credits: 5**

## Core Program Requirements (35 Credits)

*\* Course offered once per year, during the quarter listed.*

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 225 Relationship Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 250 Human Resource Management **Credits: 5 \***
- BUS 255 Principles of Management **Credits: 5 \***

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 45 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

See General Business Administration, AAAS Planning Guide for more information.

EPC 5023

# International Trade Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in International Trading leading to a Certificate of Completion (CC) and an entry level position in the industry. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees.

## Certificate of Completion (28 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215, and placement into MATH 070 or BUS 102.

## Program Requirements

\*Any class marked with an asterisk (\*) is only offered once per academic year.

- BUS 102 Business Mathematics **Credits: 5**  
- or -
- MATH& 107 Math In Society **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 141 Purchasing and Supply **Credits: 5**
- BUS 142 Sourcing and Supplier **Credits: 5**
- BUS 144 Logistics and Transportation Fundamentals **Credits: 3 \***
- BUS 215 Introduction to International Business **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

## Program Advisor:

**Ailsa Kellam** 206-546-4657 akellam@shoreline.edu Rm 1410

## Program Information:

**Length of Program:** 28 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring, Summer

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/business.aspx](http://www.shoreline.edu/busad/business.aspx)

EPC J249A

# Marketing Certificate of Completion Planning Guide

## Program Description

Shoreline Community College offers a short-term program in Marketing leading to a Certificate of Completion (CC) and an entry level position in the business marketing field. Students interested in advancement are encouraged to enroll in a longer course of study to complete a Certificate of Proficiency (CP) or an Associate in Applied Arts and Sciences (AAAS) degree in Marketing. Those interested in pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (30 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215, and placement into MATH 070 or BUS 102.

## Program Requirements:

### Core Business Requirements

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 102 Business Mathematics **Credits: 5**  
or
- MATH& 107 Math In Society **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**

### Marketing Requirements

*\* Courses marked with an asterisk are offered during the quarter listed.*

- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 225 Relationship Marketing **Credits: 5 (formerly Professional Selling) \***

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 30 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 2454

# Marketing Certificate of Proficiency Planning Guide

## Program Description:

Shoreline Community College offers a Certificate of Proficiency (CP) in Marketing. Students interested in advancement are encouraged to enroll in a longer course of study to complete an Associate in Applied Arts and Sciences (AAAS) degree in Marketing. Those interested in pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Program Information:

**Length of Program:** 45 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 2455

## Certificate of Proficiency (45 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Core Requirements (10 Credits)

Quantitative/Symbolic Reasoning:

- BUS 102 Business Mathematics **Credits: 5**
- BUS 104 Human Relations In Business **Credits: 5**

## Core Program Requirements (35 Credits)

*\* Course offered once per year, during the quarter listed.*

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 225 Relationship Marketing **Credits: 5** *(formerly Professional Selling) \**
- BUS 247 Social Media Marketing **Credits: 5**
- BUS 249 Market Research **Credits: 5 \***

## Program Advisor:

**Ailsa Kellam** 206-546-4757 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410



# Payroll Clerk Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Payroll Clerk Certificate of Completion (CC) leading to an entry-level position in the accounting field. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Associate Degrees in Accounting. Students pursuing a four-year baccalaureate degree should follow the Business Associate in Arts (AA-DTA) direct transfer degree planning guide .

## Program Information:

**Length of Program:** 20 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/accounting.aspx](http://www.shoreline.edu/busad/accounting.aspx)

EPC 5054

## Certificate of Completion (20 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 099 or EAP 099, and placement into MATH 098.

## Program Requirements

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT 104 Payroll Accounting **Credits: 5**
- BUSTC 150 Excel 365 **Credits: 5**
- ACCT 206 Computer Accounting **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Dan King** 206-546-4702 [dking@shoreline.edu](mailto:dking@shoreline.edu) Rm 1415

**Brad Fader** 206-546-4688 [bfader@shoreline.edu](mailto:bfader@shoreline.edu) Rm 1416

# Project Management Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in Project Management leading to a Certificate of Completion (CC) and an entry level position in business. Students interested in advancement are encouraged to enroll in longer programs of study to complete additional certificates or an Associate in Applied Arts and Sciences Degree in General Business or Marketing. Students pursuing a four-year Baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215 and placement into MATH 070 or BUS 102.

## Program Requirements

### Core Requirements

*\* Course is offered once per year, during the Quarter listed.*

- BUS 180 Project Management I **Credits: 5 \***
- BUS 181 Project Management II **Credits: 5 \***
- BUS 182 Project Management III **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC J292A

# Retail Management Certificate of Completion Planning Guide

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Description:

Shoreline Community College offers a short-term program in leading to a Certificate of Completion (CC) in Retail Management. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete a Certificate of Proficiency (CP) or an Associate in Applied Arts and Sciences (AAAS) degree in Retail Management. Students pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Program Information:

**Length of Program:** 30 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 2984

## Certificate of Completion (30 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215 and placement into MATH 070 or BUS 102.

## Program Requirements

### Core Requirements

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 102 Business Mathematics **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**

### Retail Management Requirements:

*\* Courses marked with an asterisk are offered during the quarter listed.*

- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 250 Human Resource Management **Credits: 5 \***

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

# Retail Management Certificate of Proficiency Planning Guide

www.shoreline.edu

## Program Advisor:

### Program Description:

**Ailsa Kellam** 206-546-4657 akellam@shoreline.edu Rm 1410

Shoreline Community College offers a Certificate of Proficiency (CP) in Retail Management. Students interested in advancement are encouraged to enroll in longer programs of study to complete an associate degree in Retail Management. Students pursuing a four-year Baccalaureate degree in Business should follow the Business Associate in Arts (AA-DTA) direct transfer degree planning guide .

### Certificate of Proficiency (45 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### General Education Core Requirements (10 Credits)

- BUS 102 Business Mathematics **Credits: 5**  
(Quantitative/Symbolic Reasoning)
- BUS 104 Human Relations In Business **Credits: 5**  
(Human Relations)

### Core Program Requirements (35 Credits)

*\* Course is offered once a year during the quarter listed.*

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 220 Advertising and Sales Promotion **Credits: 5 \***
- BUS 225 Relationship Marketing **Credits: 5 \***
- BUS 235 Retail Buying and Management **Credits: 5 \***
- BUS 250 Human Resource Management **Credits: 5 \***

### Program Information:

**Length of Program:** 45 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** www.shoreline.edu/busad/genbusad.aspx

# Retail Management Western Association of Food Chains (WAFC Endorsement) Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a program in Retail Management leading to a Certificate of Proficiency (CP). Students interested in advancement are encouraged to enroll in longer programs of study to complete additional Certificates or an Retail Management, AAAS Planning Guide. Students pursuing a four-year Baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (40 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215 and placement into MATH 070 or BUS 102, or instructor approval.

## Program Requirements

### Core Requirements

*\* Courses marked with an asterisk are offered during the quarter listed.*

- BUS 102 Business Mathematics **Credits: 5**
- BUS 104 Human Relations In Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 135 Retail Marketing **Credits: 5 \***
- BUS 250 Human Resource Management **Credits: 5 \***
- BUS 255 Principles of Management **Credits: 5 \***
- BUSTC 105 Computer Applications **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**

## Program Advisors:

**Ailsa Kellam** 206-546-4657 akellam@shoreline.edu Rm 1410

## Program Information:

**Length of Program:** 40 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Summer, Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 2985

# Social Media Marketing Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in Social Media Marketing that can be earned fully online. Completion of this Certificate of Completion (CC) can lead to an entry level position in business.

Students interested in advancement are encouraged to enroll in longer programs of study to complete additional Certificates or an associate degree in Business or Marketing. Students pursuing a four-year Baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (30 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215 and placement into MATH 070 or BUS 102.

## Program Requirements

- BUS& 101 Introduction to Business **Credits: 5**
- BUS 120 Principles of Marketing **Credits: 5**
- BUS 220 Advertising and Sales Promotion **Credits: 5**
- BUS 240 Introduction to E-Business **Credits: 5**
- BUS 247 Social Media Marketing **Credits: 5**
- ENGL 279 Writing for New Media **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Ailsa Kellam** 206-546-4657 [akellam@shoreline.edu](mailto:akellam@shoreline.edu) Rm 1410

## Program Information:

**Length of Program:** 30 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring, Summer

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/busad/genbusad.aspx>

EPC 2456

# Sustainable Business Leadership Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in Sustainable Business Leadership leading to a Certificate of Completion (CC) and an entry level position in the industry. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in General Business or other areas of interest. Students pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion - 15 Credits

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL& 101 or BTWRT 215 and placement into MATH 070 or BUS 102.

## Program Requirements

### Core Requirements

*\* Courses offered once per year, during the quarter listed.*

- BUS 217 Fundamentals of Sustainable Business  
**Credits: 5 \***
- BUS 218 Sustainable Business Strategies **Credits: 5 \***
- BUS 219 Sustainable Marketing **Credits: 5 \***

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

## Program Advisor:

**Ailsa Kellam** 206-546-4657 akellam@shoreline.edu Rm 1410

## Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC J502B

# Tax Preparer Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Tax Preparer Certificate of Completion (CC) leading to an entry-level position in the accounting field. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates the AAAS degree in Accounting. Students pursuing a four-year baccalaureate degree should follow the Associate in Business, DTA/MRP Planning Guide .

## Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/accounting.aspx](http://www.shoreline.edu/busad/accounting.aspx)

EPC J505E

## Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 099 or EAP 099 and placement into MATH 098.

## Program Requirements

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT 170 Federal Income Tax Individuals/Small Business **Credits: 5**
- BUSTC 150 Excel 365 **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Dan King** 206-546-4702 [dking@shoreline.edu](mailto:dking@shoreline.edu) Rm 1415

**Brad Fader** 206-546-4688 [bfader@shoreline.edu](mailto:bfader@shoreline.edu) Rm 1416



# Child Advocacy Studies

## CAST - Child Advocacy Studies Certificate of Completion Planning Guide

### Program Description:

CAST is a certificate program designed for students working with or planning to work with children. It focuses on child protection and safety issues including criteria, identification, reporting, and advocacy for child victims and survivors of child abuse.

### Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

HS Diploma or GED. College placement into ENGL 099, EAP 099, or EAPAB 099.

### Core Curriculum (15 Credits)

- CAST 102 Child Maltreatment and Advocacy **Credits: 5**  
or
- SOC 102 Child Maltreatment and Advocacy **Credits: 5**
- CAST 202 Professional and Systemic Responses  
**Credits: 5**  
or
- SOC 202 Professional and Systemic Responses **Credits: 5**
- CAST 285 Gender, Violence and Social Change **Credits: 5**  
or
- GWS 285 Gender, Violence and Social Change **Credits: 5**

### Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

### Program Advisor:

**Rachel David** 206-546-4760 rdavid@shoreline.edu Rm 5370  
**Linda Forst** 206-546-4781 lforst@shoreline.edu Rm 5378

### Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/criminaljustice/cast.aspx](http://www.shoreline.edu/criminaljustice/cast.aspx)  
[www.facebook.com/ShorelineCriminalJustice](https://www.facebook.com/ShorelineCriminalJustice)

EPC 832A

# Clean Energy Technology and Entrepreneurship

## Clean Energy Technology & Entrepreneurship, AAAS Planning Guide

### Program Description:

The Clean Energy Technology and Entrepreneurship Associate in Applied Arts and Sciences degree prepares graduates with the theoretical and practical knowledge necessary for careers in firms that manage, design, build, market or operate clean energy technologies in the built environment. The program focuses on clean energy technologies and practices that can achieve (or approach) "Net Zero Energy" in buildings. Shoreline works with professional affiliates, advisory committees and accreditation guidelines to ensure students receive the knowledge and skills currently in demand for employment.

### AAAS Degree (90 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### General Education Requirements - 15-20 Credits

#### Communication Skills: (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

#### Quantitative/Symbolic Reasoning: (5 Credits)

Choose either MATH& 146 or BUS 102.

#### Human Relations: (2-5 Credits)

Choose either BUS 104 or BUS 105.

#### Multicultural Understanding: (3-5 Credits)

Choose one of the following courses: BUS 103, CMST 203, CMST 285, EDUC& 240, GWS 284, HIST 245, HUM 105, MCS 105, PSYC 230.

### Clean Energy Requirements - 45 Credits

Choose courses depending on your skills and interests.

**Foundations:** NRG 101, NRG 102, NRG 104, NRG 110, NRG 180

**Renewable Energy:** NRG 103, NRG 120, NRG 220, NRG 223

**High Performing Buildings:** NRG 162, NRG 163, NRG 200

**Virtual Design and Electives:** NRG 181, NRG 202, NRG 225, NRG 226, NRG 290

**Sustainable Business:** BUS 217, BUS 218, BUS 219

### Entrepreneurship Requirements - 20 Credits

Choose four courses from the following list: ACCT& 201, ACCT& 203, BUS 180, BUS& 201, BUS 270

### Program Electives - 5-10 Credits to reach 90 credits

Choose courses depending on your skills and interests.

**Computing Skills course choices:** BUSTC 101, BUSTC 105, BUSTC 128, BUSTC 150, BUSTC 160, BTWRT 115

**Additional course choices:** CMST& 220, ECON& 201, BUS 120, BUS 135, BUS 141, BUS 215, BUS 235, BUS 240, BUS 250, or any listed BUS or NRG courses on guide.

### Program Advisor:

**Louise Petruzzella** 206-546-4567 lpetruzzella2@shoreline.edu  
Rm 2179

### Program Information:

**Length of Program:** 90 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

(in addition to tuition, books and parking)

**Website:** <https://www.shoreline.edu/science/clean-energy-technology/>

EPC 674

# Clean Energy Technology & Entrepreneurship Certificate of Proficiency Planning Guide

## Program Description:

The Clean Energy Technology and Entrepreneurship Certificate of Proficiency prepares graduates with the theoretical and practical knowledge necessary for careers in firms that manage, design, build, market or operate clean energy technologies in the built environment. The program focuses on clean energy technologies and practices that can achieve (or approach) "Net Zero Energy" in buildings. Shoreline works with professional affiliates, advisory committees and accreditation guidelines to ensure students receive the knowledge and skills currently in demand for employment.

## Certificate Of Proficiency (45 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Requirements (5 Credits)

*Communication - Choose one of the following courses:* BTWRT 115, BTWRT 215, ENGL 099, ENGL& 101.

## Clean Energy Technology Requirements (40 Credits)

*Choose 40 credits from:*

### Foundation

- NRG 101 Introduction to Renewable Energy **Credits: 5**
- NRG 102 Calculations for Energy Technologies **Credits: 4**
- NRG 104 Buildings in Context **Credits: 5**
- NRG 110 Introduction Energy/Sustainability In Built Environment **Credits: 5**
- NRG 180 Building Systems and Blueprint Reading **Credits: 5**

### Renewable Energy

- NRG 120 Solar Electric Design and Applications **Credits: 5**

- NRG 123 PV Performance Analysis **Credits: 3**
- NRG 220 Advanced PV Design **Credits: 5**
- NRG 223 Battery Based PV System Design **Credits: 5**
- NRG 103 Introduction to Battery Technology **Credits: 5**

## High Performing Buildings

- NRG 162 Large Building Assessment: Building Technology **Credits: 4**
- NRG 163 Large Building Energy: Methods and Measurements **Credits: 4**
- NRG 200 Zero Energy Building Design **Credits: 5**

## Virtual Design and Electives

- NRG 181 Virtual Design for Energy Technologies **Credits: 5**
- NRG 202 Career Seminar for Clean Technology **Credits: 3**
- NRG 225 Introduction to SketchUp **Credits: 5**
- NRG 226 Advanced Sketch-Up **Credits: 5**
- NRG 290 Renewable Energy/ Solar Internship **Credits: 1- 5**

## Sustainable Business

- BUS 217 Fundamentals of Sustainable Business **Credits: 5**
- BUS 218 Sustainable Business Strategies **Credits: 5**
- BUS 219 Sustainable Marketing **Credits: 5**

## Program Advisor:

**Louise Petruzzella** 206-546-4567 lpetruzzella2@shoreline.edu  
Rm 2179

## Program Information:

**Length of Program:** 45 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/science/clean-energy-technology/>

See Clean Energy Technology & Entrepreneurship, AAAS Planning Guide for more information.

EPC 6743

# Criminal Justice

## Criminal Justice, AAAS Planning Guide

### Program Description:

The Criminal Justice Associate in Applied Arts and Sciences degree is designed to prepare students for careers in law enforcement, corrections, private security as well as some legal/paralegal positions. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Criminal Justice should follow the Criminal Justice AA-DTA transfer degree planning guide.

NOTE: Credit may be awarded by the CJ advisory for police academy or in-service police training.

### AAAS Degree (90 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

High School Diploma or GED and college placement.

### General Education - 15 Credits

### Communication Skills (5 Credits)

Choose either ENGL& 101 or BTWRT 215.

### Multicultural Understanding (5 Credits)

Choose one of the following courses: CMST 203, GWS 284, HIST 245, MCS 105, EDUC& 240.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following courses: Any college level MATH 100 level, MATH& 107, MATH& 141, MATH& 142, MATH& 146, MATH& 148, MATH& 151, MATH& 152, MATH& 163, MATH& 264, MATH 111, MATH 207, MATH 208, MATH 211, PHIL& 120, BUS 102.

### Core Requirements - 20 Credits

- CMST& 101 Introduction to Communication **Credits: 5**
- PSYC& 100 General Psychology **Credits: 5**
- SOC& 101 Introduction to Sociology **Credits: 5**
- POLS& 101 Introduction to Political Science **Credits: 5** or
- POLS& 202 Introduction to American Government and Politics **Credits: 5**

### Criminal Justice Core Requirements - 40 Credits

#### First Quarter

- CJ& 101 Introduction to Criminal Justice **Credits: 5**
- PHIL 248 Ethical Issues In Criminal Justice **Credits: 5**

#### Second Quarter

- CJ& 110 Criminal Law **Credits: 5**

#### Third Quarter

- CJ 120 Administration of Justice **Credits: 5**

#### Fourth Quarter

- CJ 238 Criminal Evidence and Constitutional Law **Credits: 5**

#### Fifth Quarter

*Internship is recommended for either 5th or 6th quarter. It is only offered winter and spring quarters*

- CJ 241 Principles of Investigation I **Credits: 5**

#### Sixth Quarter

*\*Internship is recommended for either 5th or 6th quarter. It is only offered winter and spring quarters*

- CJ 249 Police Operations **Credits: 5**
- CJ 290 Internship **Credits: 5 \***

## Criminal Justice Professional Electives - 15 Credits

Choose from the following courses: CAST 102/SOC 102, CAST 202/SOC 202, CJ 130, CJ 135, CJ& 106, CJ 245, SOC 112, CJ 291, CJ 292, CJ 293, CJ 294, CJ 295, CJ 297, CJ 298, CJ 299, CAST 285/GWS 285

### Program Advisor:

**Linda Forst**

206-546-4781 lforst@shoreline.edu Rm 5378  
[www.facebook.com/ShorelineCriminalJustice](https://www.facebook.com/ShorelineCriminalJustice)

### Program Information:

**Length of Program:** 90 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Fall (recommended), Winter, Spring

**Approximate Quarterly Costs:** \$35-115

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/criminaljustice/](http://www.shoreline.edu/criminaljustice/)

EPC 832

# Criminal Justice Advocacy Certificate of Completion Planning Guide

## Program Description:

The Criminal Justice Advocacy Certificate (CJAC) is a 15-credit certificate program designed for students working within or planning to work within the criminal justice system. This Certificate is of particular relevance for students that are interested in social work or other related professions such as case managers, psychotherapists, school counselors, community outreach personnel, community correctional officers, community organizers, and those working in the fields of nursing, public health, legal studies and psychology. It focuses on the intersection of law and psychology.

## Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

HS Diploma or GED. College placement into ENGL 099, EAP 099, or EAPAB 099.

## Core Curriculum (15 Credits)

- CJ 135 Current Issues in Crime and Society **Credits: 5**  
or
- SOC 135 Current Issues in Crime and Society **Credits: 5**
  
- CJ 136 Crisis Intervention and Conflict Resolution **Credits: 5**  
or
- SOC 136 Crisis Intervention and Conflict Resolution **Credits: 5**
  
- CJ 137 Theories of Professionalism in Criminal Justice **Credits: 5**  
or
- SOC 137 Theories of Professionalism in Criminal Justice **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

Sociology Faculty Advisor: **Lawrence Clarke**  
206-546-4700 [lclarke@shoreline.edu](mailto:lclarke@shoreline.edu) Rm 5307

Criminal Justice Faculty Advisor: **Linda Forst**  
206-546-4781 [lforst@shoreline.edu](mailto:lforst@shoreline.edu) Rm 5378

## Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books, and parking)*

**Website:** <http://www.shoreline.edu/criminaljustice>  
<http://www.facebook.com/ShorelineCriminalJustice>

EPC: 832B

# Dental Hygiene

## Dental Hygiene, AAAS Planning Guide

### Program Description:

The Dental Hygiene Associate in Applied Arts and Sciences degree is designed to prepare students for careers in the Dental industry. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Dentistry should follow the Dentistry Pre-Major, AS-T1 Planning Guide.

### AAAS Degree (116 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

See Transfer Degree Requirements for courses that meet General Education Requirements.

High School Diploma or G.E.D. and satisfactory completion of pre-requisite college coursework: ENGL& 101, CMST& 101 or CMST& 220, PSYC& 100, MATH& 107 or higher, BIOL& 211, BIOL& 241, BIOL& 242, BIOL& 260, CHEM& 121, CHEM& 131, NUTR& 101, and General Education Requirements: Multicultural Understanding and Human Relations.

### Dental Hygiene Core Requirements (First Year)

#### Fall Quarter - 18 Credits

- DENHY 100 Head and Neck Anatomy **Credits: 2**
- DENHY 101 Histology/Embryology **Credits: 3**
- DENHY 102 Principles of General Pathology and Systemic Disease **Credits: 2**
- DENHY 110 Dental Radiology **Credits: 2**
- DENHY 121 Clinical Dental Hygiene and Fundamentals I **Credits: 8**
- DENHY 141 Procedures Seminar I **Credits: 1**

#### Winter Quarter - 18 Credits

- DENHY 111 Dental Radiology **Credits: 3**
- DENHY 112 Dental Anatomy and Morphology **Credits: 2**
- DENHY 120 Medical Emergencies **Credits: 2**
- DENHY 115 Pain Control I **Credits: 3**
- DENHY 122 Clinical Dental Hygiene and Fundamentals II **Credits: 6**
- DENHY 142 Procedures Seminar II **Credits: 1**
- DENHY 151 Electronic Health Records I **Credits: 1**

#### Spring Quarter - 17 Credits

- DENHY 161 Periodontology I **Credits: 2**
- DENHY 114 Oral Pathology **Credits: 2**
- DENHY 130 Pharmacology **Credits: 3**
- DENHY 181 Restorative Dentistry I **Credits: 3**
- DENHY 123 Clinical Dental Hygiene and Fundamentals III **Credits: 6**
- DENHY 152 Electronic Health Records II **Credits: 1**

#### Summer Quarter - 13 Credits

- DENHY 162 Periodontology II **Credits: 2**
- DENHY 171 Community and Public Health Dentistry I **Credits: 2**
- DENHY 140 Ethics and Jurisprudence **Credits: 3**
- DENHY 182 Restorative Dentistry II **Credits: 1**
- DENHY 124 Clinical Dental Hygiene and Fundamentals IV **Credits: 5**

### Dental Hygiene Core Requirements (Second Year)

#### Fall Quarter - 20 Credits

- DENHY 215 Pain Control II **Credits: 1**
- DENHY 250 Dental Gerontology **Credits: 1**
- DENHY 261 Periodontology III **Credits: 1**
- DENHY 260 Care of the Patient With Special Needs **Credits: 1**
- DENHY 281 Restorative Dentistry III **Credits: 3**
- DENHY 282 Restorative Dentistry Preclinic and Clinic **Credits: 3**
- DENHY 221 Clinical Dental Hygiene V **Credits: 6**
- DENHY 231 Dental Hygiene Fundamentals V **Credits: 2**
- DENHY 241 Procedures Seminar V **Credits: 1**

- DENHY 251 Patient Records III **Credits: 1**

## Winter Quarter - 15 Credits

- DENHY 271 Public Health/Community Dentistry **Credits: 2**
- DENHY 283 Restorative Clinic I **Credits: 2**
- DENHY 222 Clinical Dental Hygiene VI **Credits: 6**
- DENHY 232 Dental Hygiene Fundamentals VI **Credits: 2**
- DENHY 242 Procedures Seminar VI **Credits: 1**
- DENHY 278 Extramural Clinic I **Credits: 1**
- DENHY 252 Patient Records IV **Credits: 1**

## Spring Quarter - 15 Credits

- DENHY 272 Special Community Dental Health Project **Credits: 1**
- DENHY 270 Professional Issues **Credits: 1**
- DENHY 284 Restorative Clinic II **Credits: 2**
- DENHY 223 Clinical Dental Hygiene VII **Credits: 6**
- DENHY 233 Dental Hygiene Fundamentals VII **Credits: 2**
- DENHY 243 Procedures Seminar VII **Credits: 1**
- DENHY 288 Extramural Clinic II **Credits: 1**
- DENHY 253 Patient Records V **Credits: 1**

## Program Advisor:

**Maryrose Bellert** 206-546-4709 dentalhygiene@shoreline.edu  
Rm 2519A

## Program Information:

**Length of Program:** 116 Credits

**Completion Award:** A.A.A.S. Degree

**Selective Enrollment:** Students interested will find detailed information about prerequisites and the application process on the Dental Hygiene website.

**Approximate Quarterly Costs:** \$150-\$3000

*(in addition to tuition, books and parking)*

**Website:** www.shoreline.edu/dental

EPC 308



# Education

## Early Childhood Educator, AAAS Planning Guide

### Program Description:

This degree is designed to provide students with the knowledge and skills necessary for employment in a variety of social service and educational agencies that serve young children and their families, such as Head Start, ECEAP, child care centers, preschools and after-school programs.

### AAAS Degree (90 Credits)

*Courses can be taken in any order, they need not be taken in sequence according to the course numbering.*

Note: Students must meet with advisor to complete graduation paperwork for this program.

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### General Education Requirements - 25 Credits

*Note: These classes have prerequisites based upon lower level classes, or placement into English and Math classes.*

#### Communication Skills (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose EDUC 118, BUS 102, or any Quantitative/Symbolic Reasoning class 100 level or higher.

#### Multicultural Understanding (5 Credits)

- EDUC& 240 Diversity in Education **Credits: 5**

#### Nutrition (5 Credits)

Choose NUTR& 101 or other approved science class.

### Child Advocacy Studies (5 Credits)

Choose either CAST 102, CAST 202 or CAST 285.

### Early Childhood Education Core Requirements - 52 Credits

\*The human relations requirement is embedded in these courses.

- ECED& 105 Introduction to Early Childhood Education **Credits: 5**
- ECED& 107 Health, Safety and Nutrition **Credits: 5**
- ECED& 120 Practicum-Nurturing Relationships **Credits: 2**
- EDUC& 115 Child Growth and Development **Credits: 5 \***
- EDUC& 130 Guiding Behavior **Credits: 3 \***
- EDUC& 150 Child, Family, Community **Credits: 3**
- ECED& 160 Curriculum Development **Credits: 5**
- ECED& 170 Environments for Young Children **Credits: 3**
- ECED& 180 Language and Literacy Development **Credits: 3**
- ECED& 190 Observation and Assessment **Credits: 3**
- EDUC& 204 Introduction to Inclusive Education **Credits: 5 \***
- EDUC 290 Student Internship I **Credits: 5**
- EDUC 296 Student Internship II **Credits: 5**

### Electives - 13 Credits

13 Credits of student choice, all classes must be 100 level or higher.

Recommendations: CAST classes leading to CAST 15 credit certificate; other EDUC or ECED classes. Choose 13 credits from area of interest.

### Program Advisor:

**Betty Peace-Gladstone** 206-546-4729 bpeace-g@shoreline.edu  
Rm 5384

**Tasleem Qaasim** 206-546-4787 tqaasim@shoreline.edu Rm 5350

### Program Information:

**Length of Program:** 90 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** www.shoreline.edu/education



# Special Education, AAAS Planning Guide

## Program Description:

The Special Education AAAS degree is designed to provide students with the knowledge and skills necessary for employment in a variety of social and educational agencies. Shoreline Community College works closely with state advisory committees to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Education should follow the Elementary Education Pre-Major, AA-DTA Planning Guide.

## AAAS Degree (90 Credits)

*Note: Students must meet with advisor to complete graduation paperwork for this program.*

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Core Curriculum (25 Credits)

*Note: These classes have prerequisites based upon lower level classes or placement in English and Math.*

### Communication Skills (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

### Quantitative/Symbolic Reasoning (5 Credits)

MATH& 107 or any 100 level or higher QR or Math class

### Multicultural Understanding (5 Credits)

- EDUC& 240 Diversity in Education **Credits: 5**

### Child Advocacy Studies (5 Credits)

Choose either CAST 102, CAST 202 or CAST 285.

### Nutrition (5 Credits)

Take NUTR& 101 or other approved science class.

# Early Childhood Education Core Requirements (57 Credits)

*\* The human relations requirement is embedded in these courses.*

- ECED& 105 Introduction to Early Childhood Education **Credits: 5**
- ECED& 107 Health, Safety and Nutrition **Credits: 5**
- ECED& 120 Practicum-Nurturing Relationships **Credits: 2**
- EDUC& 115 Child Growth and Development **Credits: 5 \***
- EDUC& 130 Guiding Behavior **Credits: 3 \***
- EDUC& 150 Child, Family, Community **Credits: 3**
- ECED& 160 Curriculum Development **Credits: 5**
- ECED& 170 Environments for Young Children **Credits: 3**
- ECED& 180 Language and Literacy Development **Credits: 3**
- ECED& 190 Observation and Assessment **Credits: 3**
- EDUC& 204 Introduction to Inclusive Education **Credits: 5 \***
- EDUC 210 Best Practices In Special Education **Credits: 5**
- EDUC 290 Student Internship I **Credits: 5 \***
- EDUC 296 Student Internship II **Credits: 5 \***

## Electives (8 Credits)

All classes must be 100 level or higher. Recommended: CAST classes leading to CAST - Child Advocacy Studies Certificate of Completion Planning Guide; any other EDUC or ECED courses.

## Recommendations:

CAST classes leading to CAST 15 credit certificate; any other EDUC or ECED courses.

## Program Advisor:

**Betty Peace-Gladstone** 206-546-4729 bpeace-g@shoreline.edu Rm 5384

**Tasleem Qaasim** 206-546-4757 tqaasim@shoreline.edu Rm 5350

## Program Information:

**Length of Program:** 90 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** www.shoreline.edu/education

EPC 839D

# State Short Early Childhood Education Certificate of Specialization- General Certificate of Completion Planning Guide

## Program Description:

This program is designed to prepare students for various positions in child care, preschool and after-school programs that are licensed in the State of Washington.

## Certificate of Completion (20 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements:

*Courses can be taken in any order, they need not be taken in sequence according to the course numbering.*

- ECED& 105 Introduction to Early Childhood Education **Credits: 5**
- ECED& 107 Health, Safety and Nutrition **Credits: 5**
- ECED& 120 Practicum-Nurturing Relationships **Credits: 2**
- EDUC& 115 Child Growth and Development **Credits: 5**
- EDUC& 130 Guiding Behavior **Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

## Program Advisor:

**Betty Peace-Gladstone** 206-546-4729 bpeace-g@shoreline.edu  
Rm 5384  
**Tasleem Qaasim** 206-546-4787 tqaasim@shoreline.edu Rm  
5350

## Program Information:

**Length of Program:** 20 Credits  
**Completion Award:** Certificate of Completion  
**Enrollment:** Every Quarter  
**Approximate Quarterly Costs:** \$0  
*(in addition to tuition, books and parking)*  
**Website:** www.shoreline.edu/education/

EPC J41E

# State Early Childhood Education Certificate of Proficiency Planning Guide

## Program Description:

This program is designed to prepare students in caring for and educating children from infancy to age eight in a variety of settings, with a focus on licensed settings in the State of Washington.

## Certificate Of Proficiency (47 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

*Courses can be taken in any order; they need not be taken in sequence according to the course numbering.*

*Students must meet with advisor to complete graduation paperwork for this program.*

## General Education Requirements - 10 Credits

*Note: These classes have prerequisites based upon lower level classes or placement in English and Math.*

## Communication (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

## Quantitative/Symbolic Reasoning (5 Credits)

Chose EDUC 118, BUS 102, or any Math or QR class 100 level or higher.

## Core Courses - 37 Credits

\* The human relations requirement is embedded in these courses.

- ECED& 105 Introduction to Early Childhood Education **Credits: 5**
- ECED& 107 Health, Safety and Nutrition **Credits: 5**
- ECED& 120 Practicum-Nurturing Relationships **Credits: 2**
- EDUC& 115 Child Growth and Development **Credits: 5 \***

- EDUC& 130 Guiding Behavior **Credits: 3 \***  
or
- ECED& 132 Infants/Toddlers Care **Credits: 3**
- EDUC& 150 Child, Family, Community **Credits: 3**
- ECED& 160 Curriculum Development **Credits: 5**
- ECED& 170 Environments for Young Children **Credits: 3**
- ECED& 180 Language and Literacy Development **Credits: 3**
- ECED& 190 Observation and Assessment **Credits: 3**

## Program Advisor:

**Betty Peace-Gladstone** 206-546-4729 bpeace-g@shoreline.edu  
Rm 5384

**Tasleem Qaasim** 206-546-4787 tqaasim@shoreline.edu Rm  
5350

## Program Information:

**Length of Program:** 47 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/education/](http://www.shoreline.edu/education/)

EPC 46E

# State Early Childhood Education Certificate of Specialization - General Certificate of Completion Planning Guide

## Program Description:

This program is designed to prepare students for various positions in child care, preschool and after-school programs that are licensed in the State of Washington.

## Certificate of Completion (20 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements (20 Credits)

*Courses can be taken in any order, they need not be taken in sequence according to the course numbering.*

- ECED& 105 Introduction to Early Childhood Education **Credits: 5**
- ECED& 107 Health, Safety and Nutrition **Credits: 5**
- ECED& 120 Practicum-Nurturing Relationships **Credits: 2**
- EDUC& 115 Child Growth and Development **Credits: 5**
- EDUC& 130 Guiding Behavior **Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

## Program Advisor:

**Betty Peace-Gladstone** 206-546-4729 bpeace-g@shoreline.edu  
Rm 5384  
**Tasleem Qaasim** 206-546-4787 tqaasim@shoreline.edu Rm  
5350

## Program Information:

**Length of Program:** 20 Credits  
**Completion Award:** Certificate of Completion  
**Enrollment:** Every Quarter  
**Approximate Quarterly Costs:** \$0  
*(in addition to tuition, books and parking)*  
Website: [www.shoreline.edu/education/](http://www.shoreline.edu/education/)

EPC J41E

# State Initial Early Childhood Education Certificate of Completion Planning Guide

## Program Description:

This program is designed to prepare students for various positions in child care, preschool and after-school programs that are licensed in the State of Washington.

## Certificate of Completion (12 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements (12 Credits)

- ECED& 105 Introduction to Early Childhood Education  
**Credits: 5**
- ECED& 107 Health, Safety and Nutrition **Credits: 5**
- ECED& 120 Practicum-Nurturing Relationships **Credits: 2**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Betty Peace-Gladstone** 206-546-4729 [bpeace-g@shoreline.edu](mailto:bpeace-g@shoreline.edu)  
Rm 5384  
**Tasleem Qaasim** 206-546-4787 [tqaasim@shoreline.edu](mailto:tqaasim@shoreline.edu) Rm 5350

## Program Information:

**Length of Program:** 12 Credits  
**Completion Award:** Certificate of Completion  
**Enrollment:** Fall, Winter, Spring  
**Approximate Quarterly Costs:** \$0  
(in addition to tuition, books and parking)  
**Website:** [www.shoreline.edu/education](http://www.shoreline.edu/education)

EPC 40E

# State Short Early Childhood Education Certificate of Specialization - Infants & Toddlers Certificate of Completion Planning Guide

## Program Information:

**Length of Program:** 20 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/education/](http://www.shoreline.edu/education/)

EPC 42E

## Program Description:

This program is designed to prepare students in caring for and educating children from infancy to age three in a variety of settings, with a focus on licensed settings in the State of Washington.

## Certificate of Completion (20 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements (20 Credits)

*Note: Courses can be taken in any order; they need not be in sequence according to the course numbering.*

*\*The human relations requirement is embedded in these courses.*

- ECED& 105 Introduction to Early Childhood Education  
**Credits: 5**
- ECED& 107 Health, Safety and Nutrition **Credits: 5**
- ECED& 120 Practicum-Nurturing Relationships **Credits: 2**
- EDUC& 115 Child Growth and Development **Credits: 5 \***
- ECED& 132 Infants/Toddlers Care **Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Betty Peace-Gladstone** 206-546-4729 [bpeace-g@shoreline.edu](mailto:bpeace-g@shoreline.edu)  
Rm 5384

**Tasleem Qaasim** 206-546-4787 [tqaasim@shoreline.edu](mailto:tqaasim@shoreline.edu) Rm  
5350



# Parenting Skills Certificate of Completion Planning Guide

## Program Description:

The certificate is designed for students who have demonstrated effective parenting skills through participation in a college-affiliated cooperative preschool. This certificate provides training for parents (or parent figures) in laboratory setting. It enhances skills in child development, family relationships, and related topics that lead to effective parenting.

## Certificate of Completion (12 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

### .5 Credit Courses

- PARED 194 Parent Cooperative Preschool 1:1-5 **Credits: 0.5**

### 1 Credit Courses

- PARED 184 Parent Cooperative Preschool 1: 0-5 (1) **Credits: 1**
- PARED 185 Parent Cooperative Preschool 2: 0-5 (1) **Credits: 1**
- PARED 186 Parent Cooperative Preschool 3: 0-5 (1) **Credits: 1**

### 2 Credit Courses

- PARED 114 Parent Cooperative Preschool 1: 0-1, 1-Day **Credits: 2**
- PARED 115 Parent Cooperative Preschool 2: 0-1, 1-Day **Credits: 2**
- PARED 116 Parent Cooperative Preschool 3: 0-1, 1-Day **Credits: 2**
- PARED 124 Parent Cooperative Preschool 1: 1-2, 1-Day **Credits: 2**
- PARED 125 Parent Cooperative Preschool 2: 1-2, 1-Day **Credits: 2**
- PARED 126 Parent Cooperative Preschool 3: 1-2, 1-Day **Credits: 2**
- PARED 134 Parent Cooperative Preschool 1:2-3, 1-Day **Credits: 2**

- PARED 135 Parent Cooperative Preschool 2:2-3, 1-Day **Credits: 2**
- PARED 136 Parent Cooperative Preschool 3:2-3, 1-Day **Credits: 2**
- PARED 137 Parent Cooperative Preschool 1:2-3, 2-Day **Credits: 2**
- PARED 138 Parent Cooperative Preschool 2:2-3, 2-Day **Credits: 2**
- PARED 139 Parent Cooperative Preschool 3:2-3, 2-Day **Credits: 2**
- PARED 164 Parent Cooperative Preschool 1:3-5, 2-Day **Credits: 2**
- PARED 165 Parent Cooperative Preschool 2:3-5, 2-Day **Credits: 2**
- PARED 166 Parent Cooperative Preschool 3:3-5, 2-Day **Credits: 2**
- PARED 174 Parent Cooperative Preschool 1: 1-4, 1-Day **Credits: 2**
- PARED 175 Parent Cooperative Preschool 2: 1-4, 1-Day **Credits: 2**
- PARED 176 Parent Cooperative Preschool 3: 1-4, 1-Day **Credits: 2**
- PARED 177 Parent Cooperative Preschool 1:1-4, 2-Day **Credits: 2**
- PARED 178 Parent Cooperative Preschool 2:1-4, 2-Day **Credits: 2**
- PARED 179 Parent Cooperative Preschool 3:1-4, 2-Day **Credits: 2**

### 3 Credit Courses

- PARED 144 Parent Cooperative Preschool 1: 3-4, 3-Day **Credits: 3**
- PARED 145 Parent Cooperative Preschool 2: 3-4, 3-Day **Credits: 3**
- PARED 146 Parent Cooperative Preschool 3: 3-4, 3-Day **Credits: 3**
- PARED 154 Parent Cooperative Preschool 1: 4-5, 3-Day **Credits: 3**
- PARED 155 Parent Cooperative Preschool 2: 4-5, 3-Day **Credits: 3**
- PARED 156 Parent Cooperative Preschool 3: 4-5, 3-Day **Credits: 3**
- PARED 157 Parent Cooperative Preschool 1:5-6, 3-Day **Credits: 3**
- PARED 158 Parent Cooperative Preschool 2: 5-6, 3-Day **Credits: 3**
- PARED 159 Parent Cooperative Preschool 3:5-6, 3-Day **Credits: 3**
- PARED 167 Parent Cooperative Preschool 1:3-5, 3-Day **Credits: 3**
- PARED 168 Parent Cooperative Preschool 2:3-5, 3-Day **Credits: 3**
- PARED 169 Parent Cooperative Preschool 3:3-5, 3-Day **Credits: 3**

## Variable Credit Courses

- PARED 191 Special Topics In Pared **Credits: 1**
- PARED 192 Special Topics In Pared **Credits: 2**
- PARED 193 Special Topics In Pared **Credits: 3**
- PARED 291 Special Topics In Parent Education **Credits: 1**
- PARED 292 Special Topics In Parent Education **Credits: 2**
- PARED 293 Special Topics In Parent Education **Credits: 3**
- PARED 297 Individual Project In Parent Education **Credits: 1**
- PARED 298 Individual Project In Parent Education **Credits: 2**
- PARED 299 Individual Project In Parent Education **Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Parenting Education Program Coordinator:

**Frances Coppa** 206-546-4593 [fcoppa@shoreline.edu](mailto:fcoppa@shoreline.edu) Rm 5364

## Program Information:

**Length of Program:** 12 Credits and minimum of 2 years participation in cooperative preschool

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$15 per credit

*(in addition to preschool laboratory fees which vary from preschool to preschool)*

**Website:** [www.shoreline.edu/parenting-education/](http://www.shoreline.edu/parenting-education/)

EPC J134A

## Additional Information:

**Transferability of Skills & Credits:** The skills learned in obtaining this certificate are transferable to other settings, including the workplace, school, and community. Parenting Education credits are restricted elective credits, which means that up to 15 credits may be applied towards certificate of degrees in related program area. All Parenting Education courses may be applied to this certificate.

# Leadership Skills Certificate of Completion Planning Guide

## Program Description:

The certificate is designed for students who have demonstrated leadership skills in addition to effective parenting skills through participation in a college-affiliated cooperative preschool. This certificate provides training for parents (or parent figures) in a laboratory setting. In addition to parenting skills in child development, family relationships, and related topics that lead to effective parenting, this certificate includes leadership skills. Students earning this certificate take on additional responsibilities as members of the preschool board.

## Certificate of Completion (18 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

### .5 Credit Courses

- PARED 194 Parent Cooperative Preschool 1:1-5 **Credits: 0.5**

### 1 Credit Courses

- PARED 184 Parent Cooperative Preschool 1: 0-5 (1) **Credits: 1**
- PARED 185 Parent Cooperative Preschool 2: 0-5 (1) **Credits: 1**
- PARED 186 Parent Cooperative Preschool 3: 0-5 (1) **Credits: 1**

### 2 Credit Courses

- PARED 114 Parent Cooperative Preschool 1: 0-1, 1-Day **Credits: 2**
- PARED 115 Parent Cooperative Preschool 2: 0-1, 1-Day **Credits: 2**
- PARED 116 Parent Cooperative Preschool 3: 0-1, 1-Day **Credits: 2**
- PARED 124 Parent Cooperative Preschool 1: 1-2, 1-Day **Credits: 2**
- PARED 125 Parent Cooperative Preschool 2: 1-2, 1-Day **Credits: 2**
- PARED 126 Parent Cooperative Preschool 3: 1-2, 1-Day **Credits: 2**

- PARED 134 Parent Cooperative Preschool 1:2-3, 1-Day **Credits: 2**
- PARED 135 Parent Cooperative Preschool 2:2-3, 1-Day **Credits: 2**
- PARED 136 Parent Cooperative Preschool 3:2-3, 1-Day **Credits: 2**
- PARED 137 Parent Cooperative Preschool 1:2-3, 2-Day **Credits: 2**
- PARED 138 Parent Cooperative Preschool 2:2-3, 2-Day **Credits: 2**
- PARED 139 Parent Cooperative Preschool 3:2-3, 2-Day **Credits: 2**
- PARED 164 Parent Cooperative Preschool 1:3-5, 2-Day **Credits: 2**
- PARED 165 Parent Cooperative Preschool 2:3-5, 2-Day **Credits: 2**
- PARED 166 Parent Cooperative Preschool 3:3-5, 2-Day **Credits: 2**
- PARED 174 Parent Cooperative Preschool 1: 1-4, 1-Day **Credits: 2**
- PARED 175 Parent Cooperative Preschool 2: 1-4, 1-Day **Credits: 2**
- PARED 176 Parent Cooperative Preschool 3: 1-4, 1-Day **Credits: 2**
- PARED 177 Parent Cooperative Preschool 1:1-4, 2-Day **Credits: 2**
- PARED 178 Parent Cooperative Preschool 2:1-4, 2-Day **Credits: 2**
- PARED 179 Parent Cooperative Preschool 3:1-4, 2-Day **Credits: 2**

### 3 Credit Courses

- PARED 144 Parent Cooperative Preschool 1: 3-4, 3-Day **Credits: 3**
- PARED 145 Parent Cooperative Preschool 2: 3-4, 3-Day **Credits: 3**
- PARED 146 Parent Cooperative Preschool 3: 3-4, 3-Day **Credits: 3**
- PARED 154 Parent Cooperative Preschool 1: 4-5, 3-Day **Credits: 3**
- PARED 155 Parent Cooperative Preschool 2: 4-5, 3-Day **Credits: 3**
- PARED 156 Parent Cooperative Preschool 3: 4-5, 3-Day **Credits: 3**
- PARED 157 Parent Cooperative Preschool 1:5-6, 3-Day **Credits: 3**
- PARED 158 Parent Cooperative Preschool 2: 5-6, 3-Day **Credits: 3**
- PARED 159 Parent Cooperative Preschool 3:5-6, 3-Day **Credits: 3**
- PARED 167 Parent Cooperative Preschool 1:3-5, 3-Day **Credits: 3**
- PARED 168 Parent Cooperative Preschool 2:3-5, 3-Day **Credits: 3**

- PARED 169 Parent Cooperative Preschool 3:3-5, 3-Day  
**Credits: 3**

## Variable Credit Courses

- PARED 191 Special Topics In Pared **Credits: 1**
- PARED 192 Special Topics In Pared **Credits: 2**
- PARED 193 Special Topics In Pared **Credits: 3**
- PARED 291 Special Topics In Parent Education **Credits: 1**
- PARED 292 Special Topics In Parent Education **Credits: 2**
- PARED 293 Special Topics In Parent Education **Credits: 3**
- PARED 297 Individual Project In Parent Education **Credits: 1**
- PARED 298 Individual Project In Parent Education **Credits: 2**
- PARED 299 Individual Project In Parent Education **Credits: 3**

cooperative preschool board members go on to assume leadership roles as PTA presidents, athletic coaches, Scout leaders, and leaders of charitable and service organizations. Parenting Education credits are restricted elective credits, which means that up to 15 credits may be applied towards certificates or degrees in related program area. All Parenting Education courses may be applied to this certificate.

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Parenting Education Program Coordinator:

**Frances Coppa** 206-546-4593 [fcoppa@shoreline.edu](mailto:fcoppa@shoreline.edu) Rm 5364

## Program Information:

**Length of Program:** 18 Credits and minimum of 3 years participation in cooperative preschool, plus at least 1 year on preschool board.

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$15 per credit  
(in addition to preschool laboratory fees which vary from preschool to preschool)

**Website:** [www.shoreline.edu/parenting-education/](http://www.shoreline.edu/parenting-education/)

EPC J134B

## Additional Information

**Transferability of Skills & Credits:** Leadership skills learned in obtaining this certificate are transferable to other settings, including the workplace, school, and community. Many

# Health Informatics & Information Management

## Health Information Technology, AAAS Planning Guide

### Program Description:

The Associate in Applied Arts and Sciences degree is designed to provide students with the knowledge and skills in specific career fields to enter the workforce directly upon completion of the degree. Shoreline Community College works closely with a local advisory committee comprised of industry professionals to ensure students receive the knowledge and skills currently in demand.

### AAAS Degree (90 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

#### Additional Information

Prior to placement in a professional practice experience (PPE) site, students are required to submit a resume, sign a Professional Standards Agreement, and provide a health assessment with current immunizations and TB testing. A criminal and government agency background check is also required. Students are responsible for these costs. Students should anticipate additional expenses for parking and travel related to their PPE placement. Students must be available for up to two weeks (80 hours) during normal business hours for the HIIM Professional Practice Experience.

Refer to the program website at <http://new.shoreline.edu/virtual-campus/hiim> or contact one of the program advisors for more information.

#### Professional Certifications

Graduates are eligible to take the certification examination offered by the American Health Information Management Association (AHIMA) to become Registered Health Information Technicians (RHIT). In addition, graduates are eligible to take the AHIMA Certified Coding Specialist-Physician's Office (CCS-P), entry-level Certified Coding Associate (CCA), and American Academy of Professional Coders Certified Professional Coding (CPC, CPC-H) or Certified Risk Coder (CRC) examinations. The AHIMA mastery-level Certified Coding Specialist (CCS) examination for inpatient coding is also available.

### Program Prerequisites:

MATH& 146 Intro to Statistics; ENGL& 101 English Composition I or BTWRT 215 Business Communications; BIOL& 170 Human Biology; and computer literacy (basic computer application skills including working in PC Windows environment). Note: BUSTC 150

Excel is a prerequisite for HIIM 219 and HIIM 238. A separate initial admissions process is required. Acceptance into Shoreline Community College does not guarantee acceptance into the Health Information Technology AAAS degree program. Early application to the program is advised. Students are required to submit a Criminal and Government Agency Background Check to complete the practicum requirement and work in a health care setting.

### Academic Requirements:

Students are required to maintain a grade of 2.0 in ALL courses. Strong English grammar skills are essential for the program and profession. Since courses are not offered every quarter and some courses require prerequisites, students MUST confer with an HIIM Advisor to develop an academic plan. Check program website for advisor information and access to required computer hardware and software.

### General Education Core Requirements (15 Credits)

#### Human Relations (5 Credits)

- HIIM 224 Management for Health Information Supervisors **Credits: 5**

#### Multicultural Understanding (5 Credits)

Choose one of the following courses: CMST 203, EDUC& 240, GWS 284, HIST 245, MCS 105.

#### Quantitative/Symbolic Reasoning (5 Credits)

- HIIM 154 Revenue Cycle Management **Credits: 5**

### Core Requirements (75 Credits)

- HIIM 120 Healthcare Delivery in the U.S. **Credits: 4**
- HIIM 125 Hospital and Clinic Patient Records **Credits: 5**
- HIIM 134 Medical Terminology **Credits: 5**
- HIIM 170 Legal Aspects of Health Care **Credits: 4**
- HIIM 171 Basic ICD-10 Coding **Credits: 5**
- HIIM 172 Outpatient Coding **Credits: 5**
- HIIM 173 Intermediate Medical Coding **Credits: 5**
- HIIM 174 Pharmacology **Credits: 3**
- HIIM 175 Human Diseases **Credits: 5**
- HIIM 219 Healthcare Statistics **Credits: 4**

- HIIM 220 Quality Improvement In Healthcare **Credits: 5**
- HIIM 225 Health Informatics Essentials **Credits: 5**
- HIIM 226 Alternative Care Record Systems **Credits: 4**
- HIIM 228 Medical Coding Practicum **Credits: 2**
- HIIM 233 Prep for Professional Practice Experience (PPE) **Credits: 1**
- HIIM 234 Professional Practice Experience **Credits: 4**
- HIIM 235 Health Information Management Projects **Credits: 4**
- HIIM 238 Health Data Management **Credits: 5**

- HIIM 233 Prep for Professional Practice Experience (PPE) **Credits: 1**

## Winter Quarter

- HIIM 220 Quality Improvement In Healthcare **Credits: 5** \*
- HIIM 226 Alternative Care Record Systems **Credits: 4** \*
- HIIM 234 Professional Practice Experience **Credits: 4** \*

## Spring Quarter

- HIIM 224 Management for Health Information Supervisors **Credits: 5** \*
- HIIM 235 Health Information Management Projects **Credits: 4** \*
- HIIM 238 Health Data Management **Credits: 5**

## Sample Schedule for AAAS Degree

### All courses are offered on-line

\* Only offered on-line once per year, during the quarter listed.

\*\* HIIM 134 Medical Terminology is offered every quarter.

## 1st Year

### Fall Quarter

- HIIM 120 Healthcare Delivery in the U.S. **Credits: 4** \*
- HIIM 134 Medical Terminology **Credits: 5** \*\*
- HIIM 125 Hospital and Clinic Patient Records **Credits: 5** \*

### Winter Quarter

- HIIM 171 Basic ICD-10 Coding **Credits: 5** \*
- HIIM 174 Pharmacology **Credits: 3**
- HIIM 175 Human Diseases **Credits: 5** \*

### Spring Quarter

- HIIM 154 Revenue Cycle Management **Credits: 5** \*
- HIIM 170 Legal Aspects of Health Care **Credits: 4** \*
- HIIM 172 Outpatient Coding **Credits: 5** \*

### Summer Quarter

- HIIM 173 Intermediate Medical Coding **Credits: 5** \*
- Multicultural Understanding **Credits: 5**

## 2nd Year

### Fall Quarter

- HIIM 219 Healthcare Statistics **Credits: 4** \*
- HIIM 225 Health Informatics Essentials **Credits: 5** \*
- HIIM 228 Medical Coding Practicum **Credits: 2** \*

## Program Advisor:

**Melanie Meyer, PhD, RHIA, CPHQ, CCS** (Advises last names A-L)

206-546-4757 mmeyer@shoreline.edu Rm 2334

**Gloria Anderson, MEd, RHIA, CCS** (Advises last names M-Z)

206-546-4707 ganderso@shoreline.edu Rm 2333

## Program Information:

**Length of Program:** 90 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall, Winter, Spring, Summer

**Approximate Quarterly Costs:** \$45-\$120

(in addition to tuition, books and parking)

**Website:** [www.shoreline.edu/virtual-campus/hiim/](http://www.shoreline.edu/virtual-campus/hiim/)

EPC 529

# Medical Coding & Reimbursement Specialist Certificate of Proficiency Planning Guide

## Program Description:

The Certificate of Proficiency is designed to provide students with basic knowledge and skills in specific career fields to enter the workforce directly upon completion of the certificate or to seek advanced study in the field. Shoreline Community College works closely with a local advisory committee comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers.

## Certificate of Proficiency (60-63 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Additional Information

The final coding course is a virtual Medical Coding Practicum. Students will code 50 - 100 medical charts. Students wishing to continue on to obtain an Associate in Applied Arts and Sciences (AAAS) degree in Health Information Technology must meet with their advisor and apply to the program. Additional pre-requisites and courses may be required.

### Professional Certifications

Graduates are eligible to take the certification examination offered by the American Health Information Management Association (AHIMA) for Certified Coding Specialist-Physician's Office (CCS-P), or the entry-level Certified Coding Associate (CCA). They are also eligible to take the American Academy of Professional Coders Certified Professional Coding (CPC, CPC-H) or Certified Risk Coder (CRC) examinations. The AHIMA mastery-level Certified Coding Specialist (CCS) examination for inpatient coding is also available.

## Program Prerequisites:

ENGL& 101 English Composition I or BTWRT 215 Business Communication, BIOL& 170 Human Biology and basic computer application skills, including working in a PC Windows environment. A separate initial admissions process is required. Acceptance into Shoreline Community College does not guarantee acceptance into the Medical Coding & Reimbursement Specialist program. Early application to the program is advised as space is limited.

## Academic and Program Requirements:

Students are required to maintain a grade of 2.0 in ALL courses. Strong English grammar skills are essential for the program and

profession. Since courses are not offered every quarter and some courses require prerequisites, students MUST confer with an HIIM Advisor to develop an academic plan. Check program website for advisor information and access to required computer hardware and software.

## General Education Core Requirements (2-5 Credits)

### Human Relations: (2-5 Credits)

- BUS 105 Essentials of Human Relations **Credits: 2** or
- BUS 104 Human Relations In Business **Credits: 5** or
- HIIM 224 Management for Health Information Supervisors **Credits: 5** (for dual enrollment in MCRS and HIT)

## Core Requirements (57 Credits)

- ACCT& 201 Principles of Accounting I **Credits: 5**
- HIIM 120 Healthcare Delivery in the U.S. **Credits: 4**
- HIIM 125 Hospital and Clinic Patient Records **Credits: 5**
- HIIM 134 Medical Terminology **Credits: 5**
- HIIM 154 Revenue Cycle Management **Credits: 5**
- HIIM 170 Legal Aspects of Health Care **Credits: 4**
- HIIM 171 Basic ICD-10 Coding **Credits: 5**
- HIIM 172 Outpatient Coding **Credits: 5**
- HIIM 173 Intermediate Medical Coding **Credits: 5**
- HIIM 174 Pharmacology **Credits: 3**
- HIIM 175 Human Diseases **Credits: 5**
- HIIM 225 Health Informatics Essentials **Credits: 5**
- HIIM 228 Medical Coding Practicum **Credits: 2**

## Sample Schedule for Certificate of Proficiency

All courses are offered on-line

\* *Only offered on-line once per year, during the quarter listed.*

\*\*HIIM 134 Medical Terminology is offered every quarter.

### 1st Year

#### Fall Quarter

- HIIM 120 Healthcare Delivery in the U.S. **Credits: 4 \***
- HIIM 125 Hospital and Clinic Patient Records **Credits: 5 \***
- HIIM 134 Medical Terminology **Credits: 5 \*\***

## Winter Quarter

- HIIM 171 Basic ICD-10 Coding **Credits: 5 \***
- HIIM 174 Pharmacology **Credits: 3**
- HIIM 175 Human Diseases **Credits: 5 \***

## Spring Quarter

- HIIM 154 Revenue Cycle Management **Credits: 5 \***
- HIIM 170 Legal Aspects of Health Care **Credits: 4 \***
- HIIM 172 Outpatient Coding **Credits: 5 \***
  
- BUS 105 Essentials of Human Relations **Credits: 2**  
or
- BUS 104 Human Relations In Business **Credits: 5**  
or
- HIIM 224 Management for Health Information  
Supervisors **Credits: 5** (For dual enrollment in MCRS and  
HIT Programs)

## 2nd Year

### Summer Quarter

- HIIM 173 Intermediate Medical Coding **Credits: 5 \***
- ACCT& 201 Principles of Accounting I **Credits: 5**

### Fall Quarter

- HIIM 225 Health Informatics Essentials **Credits: 5 \***
- HIIM 228 Medical Coding Practicum **Credits: 2 \***

## Program Advisor:

**Melanie Meyer, PhD, RHIA, CPHQ, CCS** (Advises last names A-L)  
206-546-4757 mmeyer@shoreline.edu Rm 2334

**Gloria Anderson, MEd, RHIA, CCS** (Advises last names M-Z)  
206-546-4707 ganderso@shoreline.edu Rm 2333

## Program Information:

**Length of Program:** 60-63 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall, Winter, Spring, Summer

**Approximate Quarterly Costs:** \$25-\$120

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/virtual-campus/hiim/](http://www.shoreline.edu/virtual-campus/hiim/)

EPC 3153



# Health Information Foundations Certificate of Completion Planning Guide

## Program Description:

This Certificate of Completion is designed to provide students with foundational knowledge and skills in health information to enter the workforce directly upon completion of the certificate or to seek further study in the field. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers.

## Certificate of Completion (19 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

ENGL& 101 English Composition I or BTWRT 215 Business Communications; BIOL& 170 Human Biology; classes are prerequisites but may be taken concurrently. Computer literacy (basic computer application skills including working in PC Windows environment).

## Program Requirements:

- HIIM 134 Medical Terminology **Credits: 5**
- HIIM 125 Hospital and Clinic Patient Records **Credits: 5**
- HIIM 170 Legal Aspects of Health Care **Credits: 4**
- HIIM 180 Intro to Reimbursement and Coding **Credits: 3**
- BUS 105 Essentials of Human Relations **Credits: 2**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning and Success at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisors:

**Melanie Meyer, PhD, RHIA, CPHQ, CCS** (Advises last names A-L)  
206-546-4757 [mmeyer@shoreline.edu](mailto:mmeyer@shoreline.edu) Rm 2334

**Gloria Anderson, MEd, RHIA, CCS** (Advises last names M-Z)  
206-546-4707 [ganderso@shoreline.edu](mailto:ganderso@shoreline.edu) Rm 2333

## Program Information:

**Length of Program:** 19 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Summer, Fall, Winter, Spring

**Approximate Quarterly Costs:** \$0  
(in addition to tuition, books and parking)

**Website:** <https://www.shoreline.edu/virtual-campus/hiim/>

EPC 5299

## Sample Schedule

### Fall

\*Prerequisite, but may be taken concurrently.

- ENGL& 101 English Composition I **Credits: 5 \***  
or
- BTWRT 215 Business Communications **Credits: 5 \***
- BIOL& 170 Human Biology **Credits: 5 \***
- HIIM 125 Hospital and Clinic Patient Records **Credits: 5**

### Winter

- HIIM 134 Medical Terminology **Credits: 5**
- BUS 105 Essentials of Human Relations **Credits: 2**

### Spring

- HIIM 170 Legal Aspects of Health Care **Credits: 4**
- HIIM 180 Intro to Reimbursement and Coding **Credits: 3**

# Health Data Analyst Certificate of Completion Planning Guide

## Program Description:

The Health Data Analyst certificate is a specialized certificate option for those students interested in the healthcare data analytics field. Courses in the certificate program focus on healthcare statistics, use of data analytics for quality improvement, as well as the tools used to support data analytics work. This certificate is a good option for students interested in a career focused on analyzing, interpreting, and/or reporting health data.

## Certificate of Completion (18 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

MATH& 146; BUSTC 150; and computer literacy (basic computer application skills including working in a PC Windows environment).

## Program Requirements:

- HIIM 219 Healthcare Statistics **Credits: 4**
- HIIM 220 Quality Improvement In Healthcare **Credits: 5**
- HIIM 238 Health Data Management **Credits: 5**
- HIIM 239 Health Data Visualization **Credits: 2**
- HIIM 240 Health Data Project **Credits: 2**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisors:

**Melanie Meyer, PhD, RHIA, CPHQ, CCS** (Advises last names A-L)  
206-546-4757 [mmeyer@shoreline.edu](mailto:mmeyer@shoreline.edu) Rm 2334

**Gloria Anderson, MEd, RHIA, CCS** (Advises last names M-Z)  
206-546-4707 [ganderso@shoreline.edu](mailto:ganderso@shoreline.edu) Rm 2333

## Program Information:

**Length of Program:** 18 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Summer, Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25 - \$120  
(in addition to tuition, books and parking)

**Website:** <https://www.shoreline.edu/virtual-campus/hiim/>

EPC 5298

# Manufacturing

## Manufacturing/Machinist Technology, AAAS Planning Guide

### Program Description:

The Manufacturing/Machinist Associate in Applied Arts and Sciences degree or Certificate of Proficiency is designed to prepare qualified individuals for entry into the job market as a Manufacturing Technician. The program uses the innovative I-BEST approach to instruction, so students learn math for manufacturing with extra help as needed. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Engineering should follow the Associate in Science - Track 2, AS-T2 Planning Guide .

### AAAS Degree (96-105 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

AAAS requires completion of the Certificate of Proficiency. Many classes are variable credit and lab time is arranged with the instructor. ESL students should be at level 4 or 5 to enter the program. Please work closely with instructors or program advisors.

### General Education Requirements (12-15 Credits)

#### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

#### Multicultural Understanding (5 Credits)

Choose one of the following courses: CMST 203, GWS 284, HIST 245, MCS 105, EDUC& 240.

#### Human Relations (2-5 Credits)

Choose one of the following courses: BUS 105, BUS 250, BUSTC 114, CMST& 101.

### Required Core Courses (84 - 90 Credits)

- MFGT 105 Basic Manufacturing **Credits: 20**
- MFGT 106 Intermediate Manufacturing **Credits: 20**
- MFGT 120 Manufacturing Technology Applications **Credits: 20**

### Choose between 24-30 credits from the courses below:

- MFGT 155 Quality Assurance Fundamentals **Credits: 5**
- MFGT 156 Certified Quality Inspector Preparation **Credits: 5**
- MFGT 196 Manufacturing Internship **Credits: 9**
- MFGT 215 Manufacturing Technology Programming **Credits: 6**
- MFGT 220 Computer Aided Manufacturing (CAM) **Credits: 6**
- MFGT 225 Introduction to Additive Manufacturing **Credits: 3**
- MFGT 227 Advanced CAD/CAM Programming **Credits: 5**
- MFGT 244 Preventative Maintenance **Credits: 3**
- MFGT 245 10-Hour OSHA **Credits: 1**
- MFGT 246 Mechanical Maintenance **Credits: 5**
- MFGT 247 Motive Maintenance **Credits: 5**
- MFGT 248 Control Maintenance **Credits: 5**
- MFGT 280 Robot Certification **Credits: 5**
- MFGT 296 CAM Internship **Credits: 9**

### Where can I go for help?

### Program Advisor:

Keith Smith 206-546-6969 ksmith2@shoreline.edu Rm 2501F

### Program Navigator:

206-533-6657 manufacturing@shoreline.edu Rm 2502A

### Program Information:

**Length of Program:** 96-105 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$300

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/cncmachinist/](http://www.shoreline.edu/cncmachinist/)

EPC 607

# Mechatronics, AAAS Planning Guide

## Program Description:

Mechatronics is a two-year program that prepares students for immediate employment and future advancement in companies or government organizations that manufacture, service, sell, design or support electro-mechanical systems that control machinery, automation, and/or processes. This degree is offered jointly with Shoreline Community College and North Seattle College. Students must take classes at both campuses in order to complete this degree.

## AAAS Degree (93 - 99 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

A.A.A.S. requires completion of courses at both Shoreline Community College and North Seattle College. Many classes are variable credit and lab time is arranged with the instructor. Please work closely with instructors or program advisors. Courses at North Seattle College with pre-requisites are marked with an (\*). See catalog for more information.

## General Education Requirements - 12-15 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Multicultural Understanding (5 Credits)

Choose one of the following courses: CMST 203, CMST 285, EDUC& 240, HIST 245, MCS 105, GWS 284.

### Human Relations (2-5 Credits)

Choose one of the following courses: BUS 104, BUS 105, BUS 250, CMST& 101.

## Required Core Courses At Shoreline Community College

- MFGT 105 Basic Manufacturing **Credits: 20**
- MFGT 244 Preventative Maintenance **Credits: 3**

- MFGT 245 10-Hour OSHA **Credits: 1**
- MFGT 246 Mechanical Maintenance **Credits: 5**
- MFGT 247 Motive Maintenance **Credits: 5**
- MFGT 196 Manufacturing Internship **Credits: 9 (6-9)**
- MFGT 280 Robot Certification **Credits: 5**

## Required Courses At North Seattle College

- EET 106 Intro to Soldering **Credits: 1**
- EET 109 Mathematical Applications for Circuit Analysis **Credits: 5**
- EET 131 IT Essentials - A+ Certification **Credits: 5**
- EET 137 Intro to Robotics **Credits: 5**
- EET 160 Intro to Electricity and Electronics **Credits: 5**
- EET 161 D.C. Principles of Electronics **Credits: 5**
- EET/EEL 201 Energy Generation, Conversion and Sustainability **Credits: 5 \***
- EET/EEL 202 Industrial Motors Controls **Credits: 5 \***
- EET/EEL 203 Industrial Motors Drives **Credits: 5 \***

## Where can I go for help?

## Program Advisor:

**Keith Smith** 206-546-6969 ksmith2@shoreline.edu Rm 2501F

## Program Navigator:

**Wanda Waldrop** 206-533-6679 wwaldrop@shoreline.edu Rm 2502

## Program Information:

**Length of Program:** 93 - 99 credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall, Winter, Spring, Summer

**Approximate Quarterly Costs:** \$325

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/manufacturing](http://www.shoreline.edu/manufacturing)

EPC 768

# Basic Manufacturing Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a one-quarter course of study leading to a Certificate of Completion (CC) in Basic Manufacturing. The program uses the innovative I-BEST approach to instruction, so students learn math for manufacturing with extra help as needed. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete a Certificate of Proficiency (CP) or an Associate in Applied Arts and Sciences (AAAS) degree in Manufacturing. Students pursuing a four-year baccalaureate degree in Engineering should follow the Engineering Associate in Science (AS-DTA) direct transfer degree planning guide.

## Certificate of Completion (20 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

ESL students should be at a level 4 or 5 to enter the program.

Placement into ENGL 080, EAP 090, or EAPAB 090, and placement into MATH 070.

## Program Requirements

- MFGT 105 Basic Manufacturing **Credits: 20** (Certificate in Basic Manufacturing)

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Where can I go for help?

## Program Advisor:

**Keith Smith** 206-546-6969 [ksmith2@shoreline.edu](mailto:ksmith2@shoreline.edu) Rm 2501F

## Program Navigator:

206-533-6657 [manufacturing@shoreline.edu](mailto:manufacturing@shoreline.edu) Rm 2502A

## Program Information:

**Length of Program:** 20 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$300

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/cncmachinist/](http://www.shoreline.edu/cncmachinist/)

EPC 6074

# Machine Maintenance Certificate of Completion Planning Guide

## Program Description:

The certificate in Machine Maintenance is a sixteen-credit, three-quarter program intended to help meet the needs of the manufacturing industry for machine maintenance personnel by providing workers with the basic knowledge and skills necessary to successfully enter this field. By combining an understanding of fundamental principles with practical skills, the three core courses in this program show how to maintain, troubleshoot, and repair the major systems found in modern manufacturing machines. OSHA 10-Hour General Industry Safety class is included as a required course in this program in recognition of the fact that machines are safest when they are operating as intended, but can become more hazardous when being maintained.

## Certificate of Completion (16 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Satisfactory completion of MFGT 120 with a grade of 2.0 or better, or Instructor permission.

## Program Requirements

- MFGT 245 10-Hour OSHA **Credits: 1**
- MFGT 246 Mechanical Maintenance **Credits: 5**
- MFGT 247 Motive Maintenance **Credits: 5**
- MFGT 248 Control Maintenance **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

Where can I go for help?

## Program Advisor:

**Keith Smith** 206-546-6969 [ksmith2@shoreline.edu](mailto:ksmith2@shoreline.edu) Rm 2501F

## Program Navigator:

206-533-6657 [manufacturing@shoreline.edu](mailto:manufacturing@shoreline.edu) Rm 2502A

## Program Information:

**Length of Program:** 16 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$200

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/cncmachinist/](http://www.shoreline.edu/cncmachinist/)

EPC 607B

# Manufacturing/Machinist Technology Certificate of Proficiency Planning Guide

## Program Description:

The Manufacturing/Machinist Certificate of Proficiency is designed to prepare qualified individuals for entry into the job market as a Manufacturing Technician. The program uses the innovative I-BEST approach to instruction, so students learn math for manufacturing with extra help as needed. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Student interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete an Associate in Applied Arts and Sciences (AAAS) in Manufacturing/Machining. Students interested in pursuing a four-year baccalaureate degree in Engineering should follow the Associate in Science - Track 2, AS-T2 Planning Guide .

## Certificate of Proficiency (60 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## CP Core Curriculum

- MFGT 105 Basic Manufacturing **Credits: 20**
- MFGT 106 Intermediate Manufacturing **Credits: 20**
- MFGT 120 Manufacturing Technology Applications  
**Credits: 20**

Where can I go for help?

## Program Advisor:

**Keith Smith** 206-546-6969 ksmith2@shoreline.edu Rm 2501F

## Program Navigator:

206-533-6657 manufacturing@shoreline.edu Rm 2502A

## Program Information:

**Length of Program:** 60 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$300

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/cncmachinist/](http://www.shoreline.edu/cncmachinist/)

See Manufacturing/Machinist Technology, AAAS Planning Guide for more information.

EPC 6076

# Mechatronics Certificate of Proficiency Planning Guide

## Industrial Maintenance, Robotics & Manufacturing Certificate of Proficiency (45 - 48 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### CP Core Curriculum

- MFGT 105 Basic Manufacturing **Credits: 20**
- MFGT 244 Preventative Maintenance **Credits: 3**
- MFGT 245 10-Hour OSHA **Credits: 1**
- MFGT 246 Mechanical Maintenance **Credits: 5**
- MFGT 247 Motive Maintenance **Credits: 5**
- MFGT 196 Manufacturing Internship **Credits: 9 (6-9)**
- MFGT 280 Robot Certification **Credits: 5**

### Program Information:

**Length of Program:** 45-48 credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall, Winter, Spring, Summer

**Approximate Quarterly Costs:** \$325

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/manufacturing](http://www.shoreline.edu/manufacturing)

EPC 7683



# Principles of Precision Machining Certificate of Completion Planning Guide

## Program Description:

The certificate in Principles of Precision Machining is a 40 credit, two-quarter course of study that provides students with entry-level manufacturing skills and a foundation to pursue other certificates and two-year degrees in other manufacturing specialty areas. The program uses the innovative I-BEST approach to instruction, so students learn math for manufacturing with extra help as needed. The certificate in Principles of Precision Machining builds on the nine Learning Outcomes listed below. Each Learning Outcome also represents an important component of the manufacturing industry, as identified by Washington State employers.

## Certificate of Completion (40 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 080, EAP 090, or EAPAB 090, and placement into MATH 070.

## Program Requirements (40 Credits)

- MFGT 105 Basic Manufacturing **Credits: 20**
- MFGT 106 Intermediate Manufacturing **Credits: 20**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Where can I go for help?

## Program Advisor:

**Keith Smith** 206-546-6969 [ksmith2@shoreline.edu](mailto:ksmith2@shoreline.edu) Rm 2501F

## Program Navigator:

206-533-6657 [manufacturing@shoreline.edu](mailto:manufacturing@shoreline.edu) Rm 2502A

## Program Information:

**Length of Program:** 40 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$300

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/cncmachinist/](http://www.shoreline.edu/cncmachinist/)

EPC 6077

# Quality Assurance Certificate of Completion Planning Guide

## Program Description:

The certificate in Quality Assurance is a ten-credit two-quarter course of study intended to not only meet the needs of the manufacturing industry for inspectors and quality assurance personnel, but also to provide the field with manufacturing technicians who are better trained in how to make quality parts. In addition to learning practical measurement and inspection techniques that can be applied to verify that the parts they are making meet the customers' needs, students will gain a deeper understanding of process control and what it means to make a quality product.

## Certificate of Completion (10 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Satisfactory completion of MFGT 120 with a grade of 2.0 or better, or Instructor permission.

## Program Requirements (10 Credits)

- MFGT 155 Quality Assurance Fundamentals **Credits: 5**
- MFGT 156 Certified Quality Inspector Preparation **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Where can I go for help?

## Program Advisor:

**Keith Smith** 206-546-6969 [ksmith2@shoreline.edu](mailto:ksmith2@shoreline.edu) Rm 2501F

## Program Navigator:

206-553-6657 [manufacturing@shoreline.edu](mailto:manufacturing@shoreline.edu) Rm 2502A

## Program Information:

**Length of Program:** 10 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$200

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/cncmachinist/](http://www.shoreline.edu/cncmachinist/)

EPC 607C

# Medical Laboratory Technician

## Medical Laboratory Technology, AAAS Planning Guide

### Program Description:

The Associate in Applied Arts and Sciences degree is are designed to provide students with the knowledge and skills to work in clinical laboratories as a Medical Laboratory Technician (MLT). Upon completion of the degree, graduates are eligible to take the national MLT certification exam. Certification is a requirement for working in the healthcare field. Shoreline Community College works with clinical affiliates, an MLT advisory committee and accreditation guidelines to make sure students receive the knowledge and skills currently in demand for employment.

### AAAS Degree (114 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

For the AAAS degree program, placement into English and Math courses is required. Credit in the physical sciences may be applied if earned within the past ten years. Exceptions may be made on an individual basis. For the Certificate of Proficiency, students must have an Associate or Bachelor's degree or higher and meet the MLT prerequisite courses; Proof of current Healthcare Provider (CPR & AED) and ENGL& 101 or equivalent.

#### Prerequisite Sequence:

Follow prerequisite course sequence:

English Sequence: ENGL 090, EAP 099 or ENGL 099, ENGL& 101

Math Sequence: MATH 060, MATH 070, MATH 098, MATH 099

Science Sequence: MATH 099, CHEM& 121, BIOL& 211 and CHEM& 131, BIOL& 260

### General Education Core Requirements (15-20 Credits)

#### Communication Skills (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following: MATH 099 or any course that meets the Quantitative/Symbolic Reasoning requirement for Transfer Degrees..

#### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 105, HUM 105, BUS 103, CMST 203, CMST 285, EDUC& 240, HIST 245, MCS 105, GWS 284.

#### Human Relations (2-5 Credits)

Choose one of the following courses: BUS 105, BUS 250, BUSTC 114, CMST& 101.

### Program Core Requirements (32 Credits)

- BIOL& 170 Human Biology **Credits: 5**
- BIOL& 211 Majors Cellular: Biology **Credits: 5**
- BIOL& 260 Microbiology **Credits: 5**
- CHEM& 121 Introduction to Chemistry **Credits: 5**
- CHEM& 131 Intro to Organic/Biochemistry **Credits: 5**
- MLT 123 AIDS and HIV Education for Health Care Workers **Credits: 1**

### Spring Quarter Prior to Professional Year

- MLT 181 Introduction to Medical Lab Procedures **Credits: 4**
- MLT 182 Lab: Medical Lab Procedures **Credits: 2**

### Professional Year (67 Credits)

#### Fall Quarter

- MLT 221 Hematology Lecture **Credits: 6**
- MLT 231 Hematology Laboratory **Credits: 3**
- MLT 225 Clinical Immunology Lecture **Credits: 4**
- MLT 235 Clinical Immunology Laboratory **Credits: 2**
- MLT 233 Parasitology & Mycology Lab **Credits: 1**

## Winter Quarter

- MLT 200 MLT Phlebotomy Skills Lab **Credits: 1**
- MLT 222 Clinical Chemistry Lecture **Credits: 6**
- MLT 232 Clinical Chemistry Lab **Credits: 3**
- MLT 224 Clinical Microbiology Lecture **Credits: 5**
- MLT 234 Clinical Microbiology Laboratory **Credits: 3**

## Spring or Fall Quarter

- MLT 241 Hematology Practicum **Credits: 6**
- MLT 242 Chemistry Practicum **Credits: 6**
- MLT 244 Microbiology Practicum **Credits: 6**
- MLT 132 Phlebotomy Practicum **Credits: 1-6 (2)**

## Summer Quarter

- MLT 245 Integrated Immunohematology **Credits: 10**
- MLT 223 Parasitology and Mycology Lecture **Credits: 3**

## Additional Information

MLT Program applications are due May 10th. Selection to the Professional year of the MLT program is based on successful completion of academic prerequisite requirements. Acceptance is limited by the number of clinical spaces for practicum training. Students accepted into the MLT program must be full time student. The MLT program application can be found at [www.shoreline.edu/MedicalLab01.aspx](http://www.shoreline.edu/MedicalLab01.aspx).

Required vaccinations: Hepatitis B, MMR, Tdap, influenza, and two-step TB skin tests. Varicella recommended and may be required.

Required Documents: Background check, AIDS/HIV Education certificate for 7 contact hrs., Health insurance, and AHA BLS CPR certification.

Assigned clinical training facilities may have additional student requirements.

### Professional Organizations:

American Society for Clinical Laboratory Science (ASCLS), [www.ascls.org](http://www.ascls.org)

American Society for Clinical Laboratory Science- Washington State, [www.asclswa.org](http://www.asclswa.org)

American Society for Clinical Pathology, [www.ascp.org](http://www.ascp.org)

### Certification in clinical laboratory careers:

Medical Laboratory Technician Certification: MLT (ASCP)

**American Society for Clinical Laboratory Pathology (ASCP)**

[www.ascp.org](http://www.ascp.org) ASCP Board of Certification

<https://www.ascp.org/content/board-of-certification>

### MLT Program Accreditation:

National Accrediting Agency for Clinical Laboratory Science

(NAACLS), [www.naacls.org](http://www.naacls.org); 5600 N River Road, Rosemont, IL 60018-5119

### Salary Information:

Bureau of Labor Statistics, <http://www.bls.gov/>

Salary.com, [www.salary.com](http://www.salary.com)

### Job Search Information:

Washington State Hospital Association, member listing, <http://www.wsha.org>

Job listing: <https://www.indeed.com>

Job seeking:

<https://www.shoreline.edu/workforce/worksource/job-seekers.aspx>

## Program Advisor:

**Mindy Raulston** 206-546-6947 Rm 2328

**Sue Seegers** 206-546-4710 [sseegers@shoreline.edu](mailto:sseegers@shoreline.edu) Rm 2330

## Program Information:

**Length of Program:** 114 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall Quarter for professional year

**Approximate Quarterly Costs:** \$1000

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/medlabtech/](http://www.shoreline.edu/medlabtech/)

EPC 316

# Medical Laboratory Technology Certificate of Proficiency Planning Guide

## Program Description:

The Medical Laboratory Technology Certificate is designed to provide students with the knowledge and skills to work in clinical laboratories as a Medical Laboratory Technician (MLT). Upon completion of the degree, graduates are eligible to take the national MLT certification exam. Certification is a requirement for working in the healthcare field. Shoreline Community College works with clinical affiliates, an MLT advisory committee and accreditation guidelines to make sure students receive the knowledge and skills currently in demand for employment. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete an Associate in Applied Arts and Sciences (AAAS) in Medical Laboratory Technology.

## Certificate of Proficiency (67 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites

Students who already have an Associate degree or higher can apply to the professional year of the Medical Laboratory Technology program, provided they have completed the Program Core Requirements listed in Medical Laboratory Technology, AAAS Planning Guide including BUS 105 Essentials of Human Relations and ENGL& 101 English Composition I. A minimum 2.0 grade is required in prerequisite courses. If the degree earned is from a college outside of the U.S. and courses were not taken in English, then the ENGL& 101 requirement must be met.

## Professional Year (67 Credits)

### Fall Quarter

- MLT 221 Hematology Lecture **Credits: 6**
- MLT 231 Hematology Laboratory **Credits: 3**
- MLT 225 Clinical Immunology Lecture **Credits: 4**
- MLT 235 Clinical Immunology Laboratory **Credits: 2**
- MLT 233 Parasitology & Mycology Lab **Credits: 1**

### Winter Quarter

- MLT 200 MLT Phlebotomy Skills Lab **Credits: 1**
- MLT 222 Clinical Chemistry Lecture **Credits: 6**
- MLT 232 Clinical Chemistry Lab **Credits: 3**
- MLT 224 Clinical Microbiology Lecture **Credits: 5**
- MLT 234 Clinical Microbiology Laboratory **Credits: 3**

### Spring or Fall Quarter

- MLT 241 Hematology Practicum **Credits: 6**
- MLT 242 Chemistry Practicum **Credits: 6**
- MLT 244 Microbiology Practicum **Credits: 6**
- MLT 132 Phlebotomy Practicum **Credits: 1-6**

### Summer Quarter

- MLT 245 Integrated Immunohematology **Credits: 10**
- MLT 223 Parasitology and Mycology Lecture **Credits: 3**

## Program Advisor:

**Mindy Raulston** 206-546-6947 Rm 2328

**Sue Seegers** 206-546-4710 sseegers@shoreline.edu Rm 2330

## Program Information:

**Length of Program:** 67 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall Quarter for professional year

**Approximate Quarterly Costs:** \$1000

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/medlabtech/](http://www.shoreline.edu/medlabtech/)

EPC 3163

# Phlebotomy Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Certificate of Completion in Phlebotomy leading to entry level positions in the Phlebotomy field. Students interested in advancement are encouraged to enroll in a longer course of study to complete an Associate in Applied Arts and Science Degree (AAAS) in Medical Laboratory Technology. Students interested in a four-year baccalaureate degree in Medical Technology should follow the Associate in Science Transfer (AS-T) planning guide.

## Certificate of Completion (13 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

High school education or equivalent; ENGL 099; recommend EAP 099 or EAPAB 099 for non-native speakers. Students are required to submit an application. Admission to the Phlebotomy program is required to register for MLT classes.

## Program Requirements

### First Quarter

- MLT 121 Essentials of Phlebotomy **Credits: 3**
- MLT 123 AIDS and HIV Education for Health Care Workers **Credits: 1**
- MLT 122 Phlebotomy Laboratory Basics **Credits: 3**

### Second Quarter

- MLT 132 Phlebotomy Practicum **Credits: 1-6 \* (6)**

### Note:

\* MLT 132 Phlebotomy Practicum requires 160 hours in a clinical facility. To participate in the MLT 132 Phlebotomy Practicum, students must:

1. Submit WA State Patrol Check (WATCH) form with application. Program acceptance pending no events posted.
2. Vaccinations prior to practicum training second quarter:

- a. Hepatitis B vaccination series: Two vaccinations completed prior to phlebotomy laboratory courses first quarter. Third vaccination completed prior to second quarter practicum training or a positive titer.
  - b. MMR x 2 or positive titer
  - c. Tdap- current within in the last 10 years
  - d. Two step PPD / TB skin tests
  - e. Influenza- current for season
  - f. Varicella x 2 - recommended and may be required by some training facilities or positive titer
3. Documents:
    - a. AHA BLS CPR- current certification
    - b. Health Insurance - minimum required is for injury.
    - c. AIDS/HIV Education certificate for 7 contact hours.
    - d. WA state liability insurance included in registration for phlebotomy practicum course.
  4. Complete phlebotomy courses with a 2.0 grade or better.
  5. Receive instructor(s) permission and recommendation to proceed to practicum training.

Complete phlebotomy practicum training at an assigned clinical laboratory facility and meet additional facility requirements as required prior to practicum training..

## Certification/WA State License Information:

Washington State MA-Phlebotomy licensure is required to work in the state. WA ST Healthcare Assistant (HCA) License:

Application packet:

<http://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionalsNewReneworUpdate/MedicalAssistant/LicenseRequirements/Phlebotomist>

You may need to copy and paste this URL to open.

American Society for Clinical Pathology (ASCP) Certification as a Phlebotomy Technician, PBT (ASCP):

<https://www.ascp.org/content/Board-of-Certification>

## Recommendations:

Optional courses that may be taken to enhance knowledge and skills include:

- HIIM 134 Medical Terminology **Credits: 5**
- BIOL& 170 Human Biology **Credits: 5**
- BUSTC 101 Beginning Keyboarding **Credits: 5**
- BUSTC 105 Computer Applications **Credits: 5**
- BUS 104 Human Relations In Business **Credits: 5**
- BUS 105 Essentials of Human Relations **Credits: 2**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

### Program Advisor:

**Sue Seegers** 206-546-4710 [sseegers@shoreline.edu](mailto:sseegers@shoreline.edu) Rm 2330

### Program Information:

**Length of Program:** 13 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall or Spring

**Approximate Quarterly Costs:** \$200

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/phlebotomy](http://www.shoreline.edu/phlebotomy)

EPC J382A

# Music Technology

## Audio Engineering Production, AAAS Planning Guide

### Program Description:

The Audio Engineering Production Associate in Applied Arts and Sciences degree is designed to prepare students for careers in linear and non-linear audio applications. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Music should follow the Music Pre-Major, AA-DTA Planning Guide . Some schools accept credits from this program toward a more advanced degree.

### AAAS Degree (90 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Prerequisites:

There are no prerequisites to start this program. To graduate with a degree, the general education requirements include successful completion of ENGL& 101 and MUSTC 106. The prerequisite for ENGL& 101 is the completion of EAP 099, ENGL 099 or equivalent with a 2.0 or better, or placement into ENGL& 101. The prerequisite for MUSTC 106 is the completion of MATH 098 (2.0 or better) or placement into MATH 099 or instructor permission.

### Core Curriculum - 17 Credits

#### Communication Skills (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

#### Human Relations (2 Credits)

- BUS 105 Essentials of Human Relations **Credits: 2**

#### Multicultural Studies (5 Credits)

Choose either CMST 203 or MCS 105.

#### Quantitative/Symbolic Reasoning (5 Credits)

- MUSTC 106 Acoustics of Music **Credits: 5**

### Music Tech/Music Requirements - 73 Credits

- MUSTC 100 Career Development **Credits: 2**
- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 121 First-Year Audio Recording 1 **Credits: 3**
- MUSTC 122 First-Year Audio Recording 2 **Credits: 3**
- MUSTC 123 First-Year Audio Recording 3 **Credits: 3**
- MUSTC 131 Digital Audio Production 1 **Credits: 3**
- MUSTC 132 Digital Audio Production 2 **Credits: 3**
- MUSTC 133 Digital Audio Production 3 **Credits: 3**
- MUSTC 135 Introduction to Live Sound Reinforcement **Credits: 3**
- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- MUSTC 142 Tech Music Theory 2 **Credits: 3**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 151 Introduction to Music Technology **Credits: 2**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**
- MUSTC 193 Tech Keyboard 3 **Credits: 2**
- MUSTC 221 Multitrack Music Production 1 **Credits: 3**
- MUSTC 222 Multitrack Music Production 2 **Credits: 3**
- MUSTC 223 Multitrack Music Production 3 **Credits: 3**
- MUSTC 231 Audio Post I - Digital Music Production **Credits: 3**
- MUSTC 232 Audio Post II - Digital Radio Production **Credits: 3**
- MUSTC 233 Audio Post III - Digital Audio for Video **Credits: 3**
- MUSTC 241 Tech Music Theory 4 **Credits: 3**
- MUSTC 242 Tech Music Theory 5 **Credits: 3**
- MUSTC 243 Tech Music Theory 6 **Credits: 3**
- MUSTC 274 Music Technology Portfolio Development **Credits: 2**



## Sample Schedule for A.A.A.S. Degree

*\* Courses meet the General Education/Related Instruction*

*Requirements*

*\*\* MUSC& 241, MUSC& 242, MUSC& 243 may be substituted for  
MUSTC 241, MUSTC 242, MUSTC 243*

### 1st Year

#### Fall Quarter

- MUSTC 100 Career Development **Credits: 2**
- MUSTC 121 First-Year Audio Recording 1 **Credits: 3**
- MUSTC 131 Digital Audio Production 1 **Credits: 3**
- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- MUSTC 151 Introduction to Music Technology **Credits: 2**

#### Winter Quarter

- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSTC 122 First-Year Audio Recording 2 **Credits: 3**
- MUSTC 132 Digital Audio Production 2 **Credits: 3**
- MUSTC 142 Tech Music Theory 2 **Credits: 3**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**

#### Spring Quarter

- ENGL& 101 English Composition I **Credits: 5 \***
- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 123 First-Year Audio Recording 3 **Credits: 3**
- MUSTC 133 Digital Audio Production 3 **Credits: 3**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**

### 2nd Year

#### Fall Quarter

- BUS 105 Essentials of Human Relations **Credits: 2 \***
- CMST 203 Communication for Social Change **Credits: 5**  
\*
- MUSTC 221 Multitrack Music Production 1 **Credits: 3**
- MUSTC 231 Audio Post I - Digital Music Production  
**Credits: 3**
- MUSTC 241 Tech Music Theory 4 **Credits: 3**

#### Winter Quarter

- MUSTC 135 Introduction to Live Sound Reinforcement  
**Credits: 3**
- MUSTC 193 Tech Keyboard 3 **Credits: 2**
- MUSTC 222 Multitrack Music Production 2 **Credits: 3**
- MUSTC 232 Audio Post II - Digital Radio Production  
**Credits: 3**
- MUSTC 242 Tech Music Theory 5 **Credits: 3**

#### Spring Quarter

- MUSTC 106 Acoustics of Music **Credits: 5 \***
- MUSTC 223 Multitrack Music Production 3 **Credits: 3**
- MUSTC 233 Audio Post III - Digital Audio for Video  
**Credits: 3**
- MUSTC 243 Tech Music Theory 6 **Credits: 3**
- MUSTC 274 Music Technology Portfolio Development  
**Credits: 2**

### Program Advisor:

**Jeff Kashiwa** 206-533-6770 jkashiwa@shoreline.edu Rm 807  
**Doug Reid** 206-546-4759 dreid@shoreline.edu Rm 812

### Program Information:

**Length of Program:** 90 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music/musictech.aspx](http://www.shoreline.edu/music/musictech.aspx)

EPC 2821

# Electronic Music Production, AAAS Planning Guide

## Program Description:

The Electronic Music Production Associate in Applied Arts and Sciences degree is designed to provide students with a practical knowledge in electronic of the broader aspects of electronic music production and digital audio, aimed at creating computer-based music and audio for a wide variety of applications. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Music should follow the Music Pre-Major, AA-DTA Planning Guide. Some schools accept credits from this program toward a more advanced degree.

## AAAS Degree (91 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

There are no prerequisites to start this program. To graduate with a degree, the general education requirements include successful completion of ENGL& 101 and MUSTC 106. The prerequisite for ENGL& 101 is the completion of EAP 099, ENGL 099 or equivalent with a 2.0 or better, or placement into ENGL& 101. The prerequisite for MUSTC 106 is the completion of MATH 098 (2.0 or better) or placement into MATH 099 or instructor permission.

## Core Curriculum - 17 Credits

### Communication Skills (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

### Human Relations (2 Credits)

- BUS 105 Essentials of Human Relations **Credits: 2**

### Multicultural Understanding (5 Credits)

Choose either CMST 203 or MCS 105.

## Quantitative/Symbolic Reasoning (5 Credits)

- MUSTC 106 Acoustics of Music **Credits: 5**

## Music Tech/Music Requirements - 74 Credits

- MUSTC 100 Career Development **Credits: 2**
- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 121 First-Year Audio Recording 1 **Credits: 3**
- MUSTC 122 First-Year Audio Recording 2 **Credits: 3**
- MUSTC 123 First-Year Audio Recording 3 **Credits: 3**
- MUSC 139 Music Notation Software **Credits: 2**
- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- MUSTC 142 Tech Music Theory 2 **Credits: 3**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 151 Introduction to Music Technology **Credits: 2**
- MUSTC 152 MIDI Sequencing I **Credits: 2**
- MUSTC 153 MIDI Sequencing II **Credits: 2**
- MUSTC 154 Synthesizers: Modular & FM **Credits: 3**
- MUSTC 155 Synthesizers: Sampling **Credits: 3**
- MUSTC 163 MIDI Drum Programming **Credits: 2**
- MUSTC 180 Audio for Interactive Media - I **Credits: 3**
- MUSTC 181 Audio for Interactive Media - II **Credits: 3**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**
- MUSTC 193 Tech Keyboard 3 **Credits: 2**
- MUSC 207 The Craft of Songwriting **Credits: 2**
- MUSTC 241 Tech Music Theory 4 **Credits: 3**
- MUSTC 242 Tech Music Theory 5 **Credits: 3**
- MUSTC 243 Tech Music Theory 6 **Credits: 3**
- MUSTC 271 Advanced Electronic Music Production I **Credits: 3**
- MUSTC 272 Advanced Electronic Music Production II **Credits: 3**
- MUSTC 273 Advanced Electronic Music Production III **Credits: 3**
- MUSTC 274 Music Technology Portfolio Development **Credits: 2**

# Sample Schedule for A.A.A.S. Degree

Students may start this degree program in Fall, Winter or Spring quarters

*\* Courses meet the General Education/Related Instruction Requirements*

## 1st Year

### Fall Quarter

- BUS 105 Essentials of Human Relations **Credits: 2 \***
- MUSTC 100 Career Development **Credits: 2**
- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- MUSTC 151 Introduction to Music Technology **Credits: 2**
- MUSTC 152 MIDI Sequencing I **Credits: 2**
- MUSC 207 The Craft of Songwriting **Credits: 2**

### Winter Quarter

- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSTC 106 Acoustics of Music **Credits: 5 \***
- MUSTC 142 Tech Music Theory 2 **Credits: 3**
- MUSTC 180 Audio for Interactive Media - I **Credits: 3**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**

### Spring Quarter

- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 153 MIDI Sequencing II **Credits: 2**
- MUSTC 154 Synthesizers: Modular & FM **Credits: 3**
- MUSTC 163 MIDI Drum Programming **Credits: 2**
- MUSTC 181 Audio for Interactive Media - II **Credits: 3**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**

## 2nd Year

### Fall Quarter

- ENGL& 101 English Composition I **Credits: 5 \***
- MUSTC 121 First-Year Audio Recording 1 **Credits: 3**
- MUSTC 155 Synthesizers: Sampling **Credits: 3**
- MUSTC 241 Tech Music Theory 4 **Credits: 3**
- MUSTC 271 Advanced Electronic Music Production I **Credits: 3**

### Winter Quarter

- CMST 203 Communication for Social Change **Credits: 5 \***
- MUSTC 122 First-Year Audio Recording 2 **Credits: 3**
- MUSTC 193 Tech Keyboard 3 **Credits: 2**
- MUSTC 242 Tech Music Theory 5 **Credits: 3**
- MUSTC 272 Advanced Electronic Music Production II **Credits: 3**

### Spring Quarter

- MUSTC 123 First-Year Audio Recording 3 **Credits: 3**
- MUSC 139 Music Notation Software **Credits: 2**
- MUSTC 243 Tech Music Theory 6 **Credits: 3**
- MUSTC 273 Advanced Electronic Music Production III **Credits: 3**
- MUSTC 274 Music Technology Portfolio Development **Credits: 2**

## Program Advisor:

**Jeff Kashiwa** 206-533-6770 jkashiwa@shoreline.edu Rm 807  
**Doug Reid** 206-546-4759 dreid@shoreline.edu Rm 812

## Program Information:

**Length of Program:** 91 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Fall (recommended), Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music/musictech.aspx2](http://www.shoreline.edu/music/musictech.aspx2)

EPC 282

# Music Business, AAAS Planning Guide

## Program Description:

The Music Business Associate in Applied Arts and Sciences degree is designed to prepare students for careers in music business and related occupations. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Music should follow the Music Pre-Major, AA-DTA Planning Guide.

## AAAS Degree (90 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

There are no prerequisites to start this program. To graduate with a degree, the general education requirements include successful completion of ENGL& 101 and MUSTC 106. The prerequisite for ENGL& 101 is the completion of EAP 099, ENGL 099 or equivalent with a 2.0 or better, or placement into ENGL& 101. The prerequisite for MUSTC 106 is the completion of MATH 098 (2.0 or better) or placement into MATH 099 or instructor permission.

## Core Curriculum - 17 Credits

### Communication Skills (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

### Human Relations (2 Credits)

- BUS 105 Essentials of Human Relations **Credits: 2**

### Multicultural Studies (5 Credits)

Choose either CMST 203 or MCS 105.

### Quantitative/Symbolic Reasoning (5 Credits)

- MUSTC 106 Acoustics of Music **Credits: 5**

## Music Tech Requirements - 26 Credits

- MUSTC 100 Career Development **Credits: 2**
- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**
- MUSTC 200 Navigating the New Music Business **Credits: 3**
- MUSTC 201 Masters and Mentors **Credits: 2**
- MUSTC 274 Music Technology Portfolio Development **Credits: 2**

## Business Requirements - 30 Credits

- ACCT 170 Federal Income Tax Individuals/Small Business **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS 248 Digital Marketing **Credits: 5**
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**
- BUSTC 105 Computer Applications **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**

## Electives - 17 Credits

Select from Business and/or Music Technology, Music courses.

## Sample Schedule for A.A.A.S. Degree

*\* Courses meet the General Education/Related Instruction Requirements*

### 1st Year

#### Fall Quarter

- ENGL& 101 English Composition I **Credits: 5 \***
- BUS& 101 Introduction to Business **Credits: 5**
- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- MUSTC 100 Career Development **Credits: 2**
- Music & Business Electives

## Winter Quarter

- CMST 203 Communication for Social Change **Credits: 5** \*
- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**
- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- Music & Business Electives

## Spring Quarter

- BUS 105 Essentials of Human Relations **Credits: 2** \*
- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**
- Music & Business Electives

## 2nd Year

### Fall Quarter

- MUSTC 106 Acoustics of Music **Credits: 5**
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**
- Music & Business Electives

### Winter Quarter

- ACCT 170 Federal Income Tax Individuals/Small Business **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**
- Music & Business Electives

### Spring Quarter

- BUSTC 105 Computer Applications **Credits: 5**
- MUSTC 274 Music Technology Portfolio Development **Credits: 2**
- Music & Performance Electives

## Program Advisor:

**Doug Reid** 206-546-4759 dreid@shoreline.edu Rm 812

**Jeff Kashiwa** 206-533-6770 jkashiwa@shoreline.edu Rm 807

## Program Information:

**Length of Program:** 90 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Fall (recommended), Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music/musictech.aspx](http://www.shoreline.edu/music/musictech.aspx)

EPC 2831

# Music Performance, AAAS Planning Guide

## Program Description:

The Performance Associate in Applied Arts and Sciences degree is designed to prepare students for careers in music performance and related occupations. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Music should follow the Music AA-DTA transfer degree planning guide.

## AAAS Degree (90 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

There are no prerequisites to start this program. To graduate with a degree, the general education requirements include successful completion of ENGL& 101 and MUSTC 106. The prerequisite for ENGL& 101 is the completion of EAP 099, ENGL 099 or equivalent with a 2.0 or better, or placement into ENGL& 101. The prerequisite for MUSTC 106 is the completion of MATH 098 (2.0 or better) or placement into MATH 099 or instructor permission.

## Core Curriculum - 17 Credits

### Communication Skills (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

### Human Relations (2 Credits)

- BUS 105 Essentials of Human Relations **Credits: 2**

### Multicultural Understanding (5 Credits)

Choose one of the following courses: HUM 105, CMST 203, MCS 105.

### Quantitative/Symbolic Reasoning (5 Credits)

- MUSTC 106 Acoustics of Music **Credits: 5**

## Music Tech Requirements - 43 Credits

- MUSTC 100 Career Development **Credits: 2**
- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 135 Introduction to Live Sound Reinforcement **Credits: 3**
- MUSC 133 Performance Techniques **Credits: 2**
- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- MUSTC 142 Tech Music Theory 2 **Credits: 3**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 151 Introduction to Music Technology **Credits: 2**
- MUSTC 152 MIDI Sequencing I **Credits: 2**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**
- MUSTC 200 Navigating the New Music Business **Credits: 3**
- MUSTC 241 Tech Music Theory 4 **Credits: 3**
- MUSTC 242 Tech Music Theory 5 **Credits: 3**
- MUSTC 243 Tech Music Theory 6 **Credits: 3**
- MUSTC 274 Music Technology Portfolio Development **Credits: 2**

## Applied Lessons Requirements - Minimum of 6 credits

\*2 credits required, Instructor approval required for registration.

- MUSC 196 Individual Instruction Instrumental **Credits: 1**
- MUSC 296 Private Instruction Instrumental **Credits: 1 \***

## Ensemble Performance Requirements - Minimum of 16 Credits

Choose from the courses below - minimum of 6 credits must be in the Large Ensemble Performance category. Courses may be repeated for credit.

### Large Ensemble Performance

- MUSC 135 Shoreline Singers **Credits: 2**
- MUSC 136 Jazz Ensemble **Credits: 2**
- MUSC 140 Concert Band **Credits: 2**
- MUSC 144 Funk & Groove **Credits: 2**
- MUSC 146 Orchestra **Credits: 2**
- MUSC 175 Chamber Chorale **Credits: 2**

## Small Ensemble Performance

Variable credit, students may choose up to 4 ensembles each quarter.

- Americana/Bluegrass Ensemble **Credits: 1**
- Brass Ensemble **Credits: 1**
- Flute Ensemble **Credits: 1**
- Guitar Ensemble **Credits: 1**
- Percussion Ensemble **Credits: 1**
- Repertoire Jazz Ensemble **Credits: 1**
- Saxophone Ensemble **Credits: 1**
- String Ensemble **Credits: 1**
- Vocal Ensemble **Credits: 1**
- Woodwind Ensemble **Credits: 1**

## Music Tech/Music Electives - 8 Credits

Choose from the recommended electives listed below, other electives as approved by program advisor.

- MUSC& 105 Music Appreciation **Credits: 5**
- MUSC 109 American Popular Music **Credits: 5**
- MUSC 139 Music Notation Software **Credits: 2**
- MUSTC 201 Masters and Mentors **Credits: 2**
- MUSC 206 Jazz History **Credits: 5**
- MUSC 207 The Craft of Songwriting **Credits: 2**
- MUSC 210 Songwriting Workshop **Credits: 2**

## Sample Schedule for A.A.A.S. Degree

Students may start this degree program in Fall, Winter, or Spring quarters.

*\* Courses meet the General Education/Related Instruction Requirements*

*\*\* MUSC& 241, MUSC& 242, MUSC& 243 may be substituted for MUSTC 241, MUSTC 242, MUSTC 243*

### 1st Year

#### Fall Quarter

- MUSTC 141 Tech Music Theory 1 **Credits: 3**
- ENGL& 101 English Composition I **Credits: 5**
- MUSTC 100 Career Development **Credits: 2**
- MUSC 133 Performance Techniques **Credits: 2**
- MUSTC 151 Introduction to Music Technology **Credits: 2**
- MUSC 196 Individual Instruction Instrumental **Credits: 1**
- MUSC \_\_\_\_ Large/Small Ensemble **Credits: 1**
- Approved Electives:

### Winter Quarter

- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSC 152 Class Piano for Music Theory II Students **Credits: 2**
- MUSTC 135 Introduction to Live Sound Reinforcement **Credits: 3**
- MUSC& 142 Music Theory II: First-Year Music Theory **Credits: 5**
- MUSTC 191 Tech Keyboard 1 **Credits: 2**
- MUSC 196 Individual Instruction Instrumental **Credits: 1**
- MUSC \_\_\_\_ Large/Small Ensemble **Credits: 1**
- Approved Electives:

### Spring Quarter

- MUSC 133 Performance Techniques **Credits: 2**
- MUSTC 143 Tech Music Theory 3 **Credits: 3**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**
- MUSTC 102 Music Business Law **Credits: 2**
- MUSC 196 Individual Instruction Instrumental **Credits: 1**
- MUSC \_\_\_\_ Large/Small Ensemble **Credits: 1**
- Approved Electives:

### 2nd Year

#### Fall Quarter

- BUS 105 Essentials of Human Relations **Credits: 2 \***
- MUSTC 241 Tech Music Theory 4 **Credits: 3**
- MUSTC 152 MIDI Sequencing I **Credits: 2**
- MUSC 196 Individual Instruction Instrumental **Credits: 1**
- MUSC \_\_\_\_ Large/Small Ensemble **Credits: 1**
- MUSTC 250 Class Piano for Popular and Commercial Music **Credits: 2**
- Approved Electives:

### Winter Quarter

- CMST 203 Communication for Social Change **Credits: 5 \***
- MUSTC 242 Tech Music Theory 5 **Credits: 3**
- MUSTC 192 Tech Keyboard 2 **Credits: 2**
- MUSC 196 Individual Instruction Instrumental **Credits: 1**
- MUSC \_\_\_\_ Large/Small Ensemble **Credits: 1**
- Approved Electives:

## Spring Quarter

- MUSTC 106 Acoustics of Music **Credits: 5 \***
- MUSTC 243 Tech Music Theory 6 **Credits: 3**
- MUSTC 274 Music Technology Portfolio Development  
**Credits: 2**
- MUSC 196 Individual Instruction Instrumental **Credits: 1**
- MUSIC \_\_\_\_ Large/Small Ensemble **Credits: 1**
- Approved Electives:

## Program Advisor:

**Doug Reid** 206-546-4759 dreid@shoreline.edu Rm 812

**Jeff Kashiwa** 206-533-6770 jkashiwa@shoreline.edu Rm 807

## Program Information:

**Length of Program:** 90 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall (recommended), Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music/musictech.aspx](http://www.shoreline.edu/music/musictech.aspx)

EPC 2832



# Foundations of Digital Audio - Pro Tools Certificate of Completion Planning Guide

## Program Description:

Students study and learn the digital audio capabilities of Avid's Pro Tools software and related hardware.

## Certificate of Completion (9 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

- MUSTC 131 Digital Audio Production 1 **Credits: 3**
- MUSTC 132 Digital Audio Production 2 **Credits: 3**
- MUSTC 133 Digital Audio Production 3 **Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Doug Reid** (206) 546-4759 [dreid@shoreline.edu](mailto:dreid@shoreline.edu) Rm 812

## Program Information:

**Length of Program:** 9 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall

**Approximate Quarterly Costs:** \$85-\$135

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music](http://www.shoreline.edu/music)

EPC 282F

# Foundations of Electronic Music

## Certificate of Completion Planning

### Guide

#### Program Description:

This certificate provides core concepts and skills necessary for the production of electronic music. It provides students the groundwork for continued study and access to the industry.

#### Certificate of Completion (16 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

#### Program Prerequisites:

MUSC 100, MATH 070 or instructor permission, and placement into ENGL& 101.

#### Program Requirements

- MUSTC 151 Introduction to Music Technology **Credits: 2**
- MUSTC 152 MIDI Sequencing I **Credits: 2**
- MUSTC 153 MIDI Sequencing II **Credits: 2**
- MUSTC 163 MIDI Drum Programming **Credits: 2**
- MUSTC 106 Acoustics of Music **Credits: 5**
- MUSC 139 Music Notation Software **Credits: 2**

#### Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

#### Program Advisor:

**Doug Reid** 206-546-4759 [dreid@shoreline.edu](mailto:dreid@shoreline.edu) Rm 812

#### Program Information:

**Length of Program:** 16 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music/musictech.aspx](http://www.shoreline.edu/music/musictech.aspx)

EPC 282C

# Foundations of Multi-Track Recording Certificate of Completion Planning Guide

## Program Description:

The Certificate of Completion in the Foundations of Multi-track Recording provides students with the skills necessary to produce a modern multi-track recording.

## Certificate of Completion (18 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

- MUSTC 121 First-Year Audio Recording 1 **Credits: 3**
- MUSTC 122 First-Year Audio Recording 2 **Credits: 3**
- MUSTC 123 First-Year Audio Recording 3 **Credits: 3**
- MUSTC 221 Multitrack Music Production 1 **Credits: 3**
- MUSTC 222 Multitrack Music Production 2 **Credits: 3**
- MUSTC 223 Multitrack Music Production 3 **Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Doug Reid** (206) 546-4759 [DReid@shoreline.edu](mailto:DReid@shoreline.edu) Rm 812

## Program Information:

**Length of Program:** 18 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall

**Approximate Quarterly Costs:** \$85-\$135

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music](http://www.shoreline.edu/music)

EPC 282D

# Foundations of Music Business

## Certificate of Completion Planning

### Guide

EPC 283A

#### Program Description:

The Certificate of Completion in the Foundations of Music Business provides students with an introduction to the skills and pathways necessary to promote and sell musical commodities.

#### Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

#### Program Requirements

- MUSTC 100 Career Development **Credits: 2**
- MUSC 207 The Craft of Songwriting **Credits: 2**
- MUSTC 101 Survey of Music Recording/Publishing Business **Credits: 2**
- MUSC 210 Songwriting Workshop **Credits: 2**
- MUSTC 102 Music Business Law **Credits: 2**
- MUSTC 201 Masters and Mentors **Credits: 2**
- MUSTC 200 Navigating the New Music Business **Credits: 3**

#### Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

#### Program Advisor:

**Doug Reid** 206-546-4759 [dreid@shoreline.edu](mailto:dreid@shoreline.edu) Rm 812

**Sue Ennis** 206-533-6607 [sennis@shoreline.edu](mailto:sennis@shoreline.edu) Rm 811

#### Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25 - \$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/music](http://www.shoreline.edu/music)

# Logic: Digital Audio Certificate of Completion Planning Guide

## Program Description:

Students study and learn the digital audio capabilities of Apple's Logic software application and associated hardware.

Students successfully completing this Certification Series are qualified to compose, Logic. Examples include music, sound design for audio books, computer applications and games, as well as radio and television commercials and feature length (and smaller) films and videos.

## Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

There are no prerequisites for this program; however, the series of classes must be taken sequentially. Prerequisites for ALL music theory and 200 level classes each require a 2.0 grade or instructor permission.

## Program Requirements

- MUSTC 171 Dig. Audio Workstation I: Musical Digital Audio **Credits: 5**
- MUSTC 172 Dig. Audio Workstation II: Static Sound Design **Credits: 5**
- MUSTC 173 Dig Audio Workstn III: Film & Video Sound Design **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Bruce Spitz** 206-546-4662 [bspitz@shoreline.edu](mailto:bspitz@shoreline.edu) Rm 807

## Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Summer

**Approximate Quarterly Costs:** \$25-\$85  
(in addition to tuition, books and parking)

**Website:** [www.shoreline.edu/music](http://www.shoreline.edu/music)

EPC J282B

# Pop and Commercial Music Theory Certificate of Completion Planning Guide

## Program Description:

The Certificate of Completion in Pop and Commercial Music Theory provides students with content specific to theoretical analysis, arranging, and composition in a modern music style.

## Certificate of Completion (17 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Instructor permission.

## Program Requirements

- MUSTC 250 Class Piano for Popular and Commercial Music **Credits: 2**
- MUSTC 241 Tech Music Theory 4 **Credits: 3**
- MUSTC 242 Tech Music Theory 5 **Credits: 3**
- MUSTC 243 Tech Music Theory 6 **Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Doug Reid** (206) 546-4759 [dreid@shoreline.edu](mailto:dreid@shoreline.edu) Rm 812  
**Bruce Spitz** 206-546-4662 [bspitz@shoreline.edu](mailto:bspitz@shoreline.edu) Rm 807

## Program Information:

**Length of Program:** 17 Credits  
**Completion Award:** Certificate of Completion  
**Enrollment:** Fall, Winter, Spring  
**Approximate Quarterly Costs:** \$25 - \$85  
*(in addition to tuition, books and parking)*  
**Website:** [www.shoreline.edu/music](http://www.shoreline.edu/music)

EPC 282E

## Nursing - 6 Quarter Option, AAS-T Planning Guide

### Program Description:

The Associate in Applied Sciences-Transfer degree in Nursing is designed to prepare students for careers in public and private health care sectors. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field.

Students interested in pursuing a four-year baccalaureate degree in Nursing may apply for a RN to BSN program after completion of the AAS-T degree. Shoreline Community College has articulation agreements with University of Washington Bothell and Olympic College. Other colleges in the area have such programs as well.

### AAS-T Degree (6 Quarter Option)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

In this program, you will earn an Associate in Applied Science--Transfer (AAS-T) degree. The AAS-T degree indicator, which will appear on your transcript, will enable you to transfer this degree directly to some four-year institutions. Please check with your program advisor for more specific information.

### Program Prerequisites:

- Earned grades of at least 2.0 in college level required non-nursing courses
- Minimum NLN-PAX placement test score of 103, taken no more than one year prior to the first day of the application period
- BIOL& 211 (required if taking biology courses at Shoreline)
- CHEM& 121\* (General Chemistry) - 5 credits, completed within 10 years of application to the program
- ENGL& 101\* (English Composition) - 5 credits
- BIOL& 241\* (Anatomy & Physiology I) - 5 credits, completed within 5 years of application to the program
- BIOL& 242\* (Anatomy & Physiology II) - 5 credits, completed within 5 years of application to the program
- BIOL& 260 (Microbiology) - 5 credits, completed within 5 years of application to the program
- NUTR& 101 (Human Nutrition) - 5 credits, must be completed before entering the Nursing Program
- PSYC& 200 (Lifespan Development) - 5 credits
- MATH& 146\* (Statistics) - 5 Credits

\* These courses must be completed prior to applying to the Nursing Program.

A separate competitive admission process is required. See the nursing website (<http://www.shoreline.edu/nursing>) for a description.

### 6-Quarter Option Requirements (70 Credits)

#### First Quarter

- NURS 121 Communication In Nursing **Credits: 3**
- NURS 131 Skills Practice Laboratory for Communication **Credits: 1**
- NURS 141 Foundations of Nursing Practice **Credits: 3**
- NURS 151 Nursing Foundations Practicum **Credits: 4** (in care setting)
- NURS 161 Skills Practice Laboratory I **Credits: 1**

#### Second Quarter

- NURS 142 Nursing Practice and Common Health Disturbances **Credits: 5**
- NURS 152 Common Health Disturbances Practicum **Credits: 4** (in care setting)
- NURS 162 Skills Practice Laboratory II **Credits: 1**

#### Third Quarter

- NURS 143 Nursing Practice and Complex Health Disturbances I **Credits: 6**
- NURS 153 Complex Health Disturbances I **Credits: 5** (in care setting)
- NURS 163 Skills Practice Laboratory III **Credits: 1**

#### Fourth Quarter

- NURS 221 Nursing Practice and Complex Health Disturbances II **Credits: 2.5**
- NURS 231 Complex Health Disturbances II Practicum **Credits: 5** (in care setting)
- NURS 241 Nursing Practice and Psychosocial Disturbance **Credits: 2.5**
- NURS 251 Psychosocial Disturbance Practicum **Credits: 2** (in care setting)

## Fifth Quarter

- NURS 222 Nursing Practice and the Childbearing Family  
**Credits: 3**
- NURS 232 Nursing and Childbearing Family Practicum  
**Credits: 4** (in care setting)
- NURS 242 Nursing Practice and Health Promotion  
**Credits: 3.5**
- NURS 252 Nursing and Health Promotion Practicum  
**Credits: 1.5** (in care setting)

## Sixth Quarter

- NURS 223 Nursing Practice and Complex Health Disturbances III **Credits: 3**
- NURS 233 Complex Health Disturbances III Practicum  
**Credits: 4** (in care setting)
- NURS 243 Managing Nursing Care In the Health Care System **Credits: 3**
- NURS 253 Managing Nursing Care Practicum **Credits: 2**  
(in care setting)

## Associate Dean of Nursing:

**Mary Burroughs** 206-546-4734 mburroughs@shoreline.edu Rm 2315

## Program Information:

**Length of Program:** 115 Credits

**Completion Award:** AAS-T Degree

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:**

Additional Instructional Fees \$38-\$75

Lab Fee Per Quarter \$37.70

Degree Lab Fees Per Quarter (1st Year) \$31.45

Liability Insurance Per Quarter \$6.25

Personal Health Insurance Required Per Quarter: cost varies

*(in addition to tuition, books and parking)*

EPC: 323T

**Website:** [www.shoreline.edu/nursing](http://www.shoreline.edu/nursing)

EPC 323T



# Nursing - 10 Quarter Option, AAS-T Planning Guide

## Program Description:

The Associate in Applied Sciences-Transfer degree in Nursing is designed to prepare students for careers in public and private health care sectors. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field.

Students interested in pursuing a four-year baccalaureate degree in Nursing may apply for a RN to BSN program after completion of the AAS-T degree. Shoreline Community College has articulation agreements with University of Washington Bothell and Olympic College. Other colleges in the area have such programs as well.

## AAS-T Degree (10 Quarter Option)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

In this program, you will earn an Associate in Applied Science-Transfer (AAS-T) degree. The AAS-T degree indicator, which will appear on your transcript, will enable you to transfer this degree directly to some four-year institutions. Please check with your program advisor for more specific information.

## Program Prerequisites:

- Earned grades of at least 2.0 in college level required non-nursing courses
- NLN-PAX placement test score minimum of 103 taken no more than one year prior to the first day of the application period
- BIOL& 211 (required if taking biology courses at Shoreline)
- CHEM& 121\* (General Chemistry) - 5 credits, completed within 10 years of application to the program
- ENGL& 101\* (English Composition) - 5 credits
- BIOL& 241\* (Anatomy & Physiology I) - 5 credits, completed within 5 years of application to the program
- BIOL& 242\* (Anatomy & Physiology II) - 5 credits, completed within 5 years of application to the program
- BIOL& 260 (Microbiology) - 5 credits, completed within 5 years of application to the program
- NUTR& 101 (Human Nutrition) - 5 credits, must be completed before entering the Nursing Program
- PSYC& 200 (Lifespan Development) - 5 credits
- MATH& 146\* (Statistics) - 5 Credits

*\* These courses must be completed prior to applying to the Nursing Program.*

A separate competitive admission process is required. See the nursing website (<http://www.shoreline.edu/nursing>) for a description.

## 10 Quarter Option Requirements (69 Credits)

### First Quarter

- NURSE 121 Communication In Nursing - 10 QTR **Credits: 3**
- NURSE 131 Communication Skills Lab - 10 QTR **Credits: 1**

### Second Quarter

- NURSE 122 Foundations of Nursing Practice - 10 QTR **Credits: 3**
- NURSE 132 Skills Practice Lab - 10 QTR **Credits: 1**
- NURSE 142 Nursing Foundations Practicum - 10 QTR **Credits: 4** (in care setting)

### Third Quarter

- NURSE 123 Nursing Practice and Common Health Disturbances - 10 QTR **Credits: 7** (includes practicum in care setting)

### Fourth Quarter

- NURSE 124 Nursing Practice and Complex Health Disturbances I - 10 QTR **Credits: 7.5** (includes practicum in care setting)

### Fifth Quarter

- NURSE 125 Nursing Practice and Complex Health Disturbances II - 10 QTR **Credits: 6.5**

### Sixth Quarter

- NURSE 221 Nursing Practice and Complex Health Disturb III - 10 QTR **Credits: 2.5**
- NURSE 231 Complex Health Disturbances Practicum I - 10 QTR **Credits: 6.5** (in care setting)

## Seventh Quarter

- NURSE 222 Nursing Practice and Health Promotion - 10 QTR **Credits: 3.5**
- NURSE 232 Nursing and Health Promotion Practicum - 10 QTR **Credits: 1.5** (in care setting)
- NURSE 242 Nursing Pract and Psychsocial Disturbance - 10 QTR **Credits: 2.5**

## Eighth Quarter

- NURSE 243 Psychsocial Disturbances Practicum - 10 QTR **Credits: 2** (in care setting)
- NURSE 223 Nursing Prac and the Childbearing Family - 10 QTR **Credits: 3**
- NURSE 233 Nursing and Childbearing Family Practicum - 10 QTR **Credits: 4** (in care setting)

## Ninth Quarter

- NURSE 225 Nursing Prac and Complex Complex Health Disturb IV - 10 QTR **Credits: 3**
- NURSE 235 Complex Health Disturbances Practicum II - 10 QTR **Credits: 4** (in care setting)

## Tenth Quarter

- NURSE 224 Managing Care In the Health Care System - 10 QTR **Credits: 3**
- NURSE 234 Managing Nursing Care Practicum - 10 QTR **Credits: 2** (in care setting)

## Associate Dean of Nursing:

**Mary Burroughs** 206-546-4734 mburroughs@shoreline.edu Rm 2315

## Program Information:

**Length of Program:** 114 Credits

**Completion Award:** AAS-T Degree

**Approximate Quarterly Costs:**

Additional Instructional Fees \$38-\$75

Lab Fee Per Quarter \$37.70

Degree Lab Fees Per Quarter (1st Year) \$31.45

Liability Insurance Per Quarter \$6.25

Personal Health Insurance Required Per Quarter: Cost varies

*(in addition to tuition, books and parking)*

EPC: 3231

**Website:** [www.shoreline.edu/nursing](http://www.shoreline.edu/nursing)

# Nursing - LPN to RN Advanced Placement Option, AAS-T Planning Guide

## Program Description:

The Associate in Applied Sciences-Transfer degree in Nursing is designed to prepare students for careers in public and private health care sectors. Shoreline Community College works closely with local advisory committees and industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field.

Students interested in pursuing a four-year baccalaureate degree in Nursing may apply for a RN to BSN program after completion of the AAS-T degree. Shoreline Community College has articulation agreements with University of Washington Bothell and Olympic College. Other colleges in the area have such programs as well.

## AAS-T Degree (LPN to RN Advanced Placement)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

In this program, you will earn an Associate in Applied Science--Transfer (AAS-T) degree. The AAS-T degree indicator, which will appear on your transcript, will enable you to transfer this degree directly to some four-year institutions. Please check with your program advisor for more specific information.

## Program Prerequisites:

- Earned grades of at least 2.0 in college level required non-nursing courses
- Minimum NLN-PAX placement test score of 103, taken no more than one year prior to the first day of the application period
- BIOL& 211 (required if taking biology courses at Shoreline)
- CHEM& 121\* (General Chemistry) - 5 credits, completed within 15 years of application to the program
- ENGL& 101\* (English Composition) - 5 credits
- BIOL& 241\* (Anatomy & Physiology I) - 5 credits, completed within 10 years of application to the program
- BIOL& 242\* (Anatomy & Physiology II) - 5 credits, completed within 10 years of application to the program
- BIOL& 260 (Microbiology) - 5 credits, completed within 10 years of application to the program
- NUTR& 101 (Human Nutrition) - 5 credits, must be completed before entering the Nursing Program
- PSYC& 200 (Lifespan Psychology) - 5 credits
- MATH& 146 (Statistics) - 5 credits

*\* These courses must be completed prior to applying to the Nursing Program.*

A separate competitive admission process is required. See the nursing website (<http://www.shoreline.edu/nursing>) for a description.

## LPN to RN Advanced Placement Option Requirements (48 Credits)

### First Quarter

- NURS 143 Nursing Practice and Complex Health Disturbances I **Credits: 6**
- NURS 163 Skills Practice Laboratory III **Credits: 1**
- NURS 121 Communication In Nursing **Credits: 3**
- NURS 131 Skills Practice Laboratory for Communication **Credits: 1**

### Second Quarter

- NURS 221 Nursing Practice and Complex Health Disturbances II **Credits: 2.5**
- NURS 231 Complex Health Disturbances II Practicum **Credits: 5** (in care setting)
- NURS 241 Nursing Practice and Psychosocial Disturbance **Credits: 2.5**
- NURS 251 Psychosocial Disturbance Practicum **Credits: 2** (in care setting)

### Third Quarter

- NURS 222 Nursing Practice and the Childbearing Family **Credits: 3**
- NURS 232 Nursing and Childbearing Family Practicum **Credits: 4** (in care setting)
- NURS 242 Nursing Practice and Health Promotion **Credits: 3.5**
- NURS 252 Nursing and Health Promotion Practicum **Credits: 1.5** (in care setting)

### Fourth Quarter

- NURS 223 Nursing Practice and Complex Health Disturbances III **Credits: 3**
- NURS 233 Complex Health Disturbances III Practicum **Credits: 4** (in care setting)
- NURS 243 Managing Nursing Care In the Health Care System **Credits: 3**
- NURS 253 Managing Nursing Care Practicum **Credits: 2** (in care setting)

## Associate Dean of Nursing:

**Mary Burroughs** 206-546-4734 mburroughs@shoreline.edu Rm 2315

## Program Information:

**Length of Program:** 110 Credits

**Completion Award:** AAS-T Degree

**Enrollment:** Fall, Winter, Spring

### **Approximate Quarterly Costs:**

Additional Instructional Fees: \$38-\$75

Lab Fee Per Quarter: \$37.70

Degree Lab Fees Per Quarter (1st Year) \$31-\$45

Liability Insurance Per Quarter: \$6.25

Personal Health Insurance Required Per Quarter: cost varies  
(in addition to tuition, books, and parking)

**Website:** <http://www.shoreline.edu/nursing>

EPC: 323T

# Nursing Assistant Certified Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers an 18 credit, one-quarter Nursing Assistant Certified (NAC) certificate of completion to prepare students to take the State CNA exam. The program is approved by the Washington State Nursing Commission as a recognized training program. Students are introduced to nursing theory, master NAC skills in a skills lab, and complete a practicum in a clinical setting. The program uses the I-BEST approach to instruction, with two teachers in the classroom and opportunities for students to strengthen their English and basic skills. Students also develop job search skills and learn about healthcare career options.

## Certificate of Completion (18 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

CASAS test score of at least 220 in reading and 210 in math, successful completion of criminal background check (required by healthcare providers), proof of health insurance and immunizations. Shoreline English language learners should complete ESL Level 5.

## Program Requirements (18 Credits)

- NAC 103 Nursing Assistant (NAC) Theory and Skills Lab  
**Credits: 13**
- NAC 104 Nursing Assistant Clinical Experience **Credits: 3**
- ABE 082 Special Topics In Adult Basic Education  
**Credits: 2**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

Where can I go for help?

## Program Advisor:

**Ariosto Moran-Martinez** 206-546-4584 [amoran-martinez@shoreline.edu](mailto:amoran-martinez@shoreline.edu) Rm 2332

## Program Navigator:

**Eve Sternberg** 206-546-6930 [esternberg@shoreline.edu](mailto:esternberg@shoreline.edu) Rm 5101

## Program Information:

**Length of Program:** 18 credits

**Completion Award:** Certificate of Completion

**Enrollment:** Summer, Fall, Winter, Spring

**Approximate Quarterly Costs:** \$300

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/transitional-programs/ibest/cna.aspx](http://www.shoreline.edu/transitional-programs/ibest/cna.aspx)

EPC 329D

# Performance Arts/Digital Filmmaking

## Digital Film Production, AAAS Planning Guide

### Program Description:

The Associate in Applied Arts and Sciences degree in Digital Film Production is designed to introduce students to the filmmaking process. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree should follow the Cinema AA-DTA transfer degree planning guide.

### AAAS Degree (92-96 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

#### Notes

- Higher level math courses may also satisfy the Math requirement.
- Students who plan to transfer to a four-year university should have taken a year of college-level foreign language or have taken at least three years of high school language before they transfer.

### Program Prerequisites:

Students must satisfy prerequisites or place appropriately before taking a Quantitative/Symbolic Reasoning class. Higher level math courses may also satisfy the Math requirement. VCT 124 & VCT 125 are required for any student who cannot pass the Mac proficiency test. VCT 124 & VCT 125 may apply as "non-cinema electives." FILM 290 is a variable-credit course; you must take a minimum of two credits before completing this degree.

### General Education Requirements - 20 Credits

#### Communication Skills (10 Credits)

- ENGL& 101 English Composition I **Credits: 5**
- ENGL& 102 Composition II: Reasoning/Research/Writing **Credits: 5**

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose either MATH& 107 or PHIL& 120.

#### Multicultural Understanding (5 Credits)

Choose either GWS 284 or HUM 105.

### Foundation Requirements - 58-62 Credits

- ART 246 Documentary Photography **Credits: 4**
- CINEM 201 Introduction to Cinema History **Credits: 5**
- CMST& 102 Introduction to Mass Media **Credits: 5**
- CMST 203 Communication for Social Change **Credits: 5**
- DRMA 156 Acting, Writing, Directing for the Camera I **Credits: 5**
- DRMA 155 Acting for Television and Film **Credits: 3**
- FILM 210 Prod. and Marketing for Ind. Film **Credits: 5**
- FILM 256 Video Production I **Credits: 5**
- FILM 257 Video Production II **Credits: 5**
- FILM 265 Editing I **Credits: 5**
- FILM 285 Screenwriting **Credits: 5**
- FILM 290 Industry Experience In Film **Credits: 1- 5**
- MUSTC 102 Music Business Law **Credits: 2**
- VCT 268 Editing Software Lab **Credits: 3**

### Electives - 14-15 Credits

Choose 3 courses from the following list: CINEM 202, DRMA 144, DRMA 157, FILM 258, FILM 287, MUSTC 173, VCT 135, VCT 136, VCT 278

### Program Advisor:

**Tony Doupe** 206-546-5829 tdoupe@shoreline.edu Rm 4108

**Dyugu Monson** 206 546 4640 dmonson@shoreline.edu Rm 4109

**Alicia Zweifach** 206-533-6639 azweifac@shoreline.edu Rm 5324

## Program Information:

**Length of Program:** 93-97 Credits

**Completion Award:** A.A.A.S.

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$100-\$150

*(in addition to tuition, books and parking)*

**Website:**

[www.shoreline.edu/dramavideo/default.aspx/focus\\_production.a  
spx](http://www.shoreline.edu/dramavideo/default.aspx/focus_production.aspx)

EPC 7401

# Acting for Stage and Camera

## Certificate of Proficiency Planning Guide

### Program Description:

The Acting for Stage & Camera Certificate of Proficiency is a professional training program in the basic skills of auditioning and acting in theater, films, TV and other media. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree should follow the Cinema, Film and Media Studies Pre-Major, AA-DTA Planning Guide&nbsp;or Drama/Theatre Arts Pre-Major, AA-DTA Planning Guide.

### Certificate of Proficiency (63-74 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### General Education Core Requirements (12-15 Credits)

#### Communication (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH& 107.

#### Human Relations (2-5 Credits)

Choose either BUS 105 or CMST& 101.

### Core Requirements (46 - 51 Credits)

- CINEM 201 Introduction to Cinema History **Credits: 5**
- DRMA& 101 Introduction to Theatre **Credits: 5**
- DRMA 144 Acting 1 **Credits: 5**
- DRMA 145 Acting 2 **Credits: 5**
- DRMA 146 Acting 3 **Credits: 5**
- DRMA 155 Acting for Television and Film **Credits: 3**

- DRMA 156 Acting, Writing, Directing for the Camera I **Credits: 5**
- DRMA 157 Acting, Writing, Directing for the Camera 2 **Credits: 5**
- DRMA 224 Theater Career Planning and Auditioning **Credits: 2**
- DRMA 255 Directing **Credits: 5**

1-6 credits from the following:

- DRMA 235 Experimental Theater: Student Directed **Credits: 1- 5**
- DRMA 207 Theatrical Production **Credits: 1**
- DRMA 208 Theatrical Production **Credits: 2**
- DRMA 209 Theatrical Production **Credits: 3**

### Electives (5 - 8 Credits)

Choose 5-8 credits from courses below.

- VCT 268 Editing Software Lab **Credits: 3**
- DRMA 225 Improvisational Theater **Credits: 2**
- MUSC 167 Voice-Dance Performance Techniques 1 **Credits: 2**
- MUSC 161 Class Voice Instruction - Beginning **Credits: 2**
- CMST 140 The Art of Storytelling **Credits: 5**
- CMST 203 Communication for Social Change **Credits: 5**

### Program Advisor:

**Tony Doupe** 206-546-5829 tdoupe@shoreline.edu Rm 4108

### Program Information:

**Length of Program:** 63-74 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$35-\$40

*(in addition to tuition, books and parking)*

**Website:**

[www.shoreline.edu/dramavideo/default.aspx/focus\\_production.a.spx](http://www.shoreline.edu/dramavideo/default.aspx/focus_production.a.spx)

EPC 7405



# Writing and Directing for the Camera Certificate of Proficiency Planning Guide

## Program Description:

The Writing and Directing for the Camera Certificate of Proficiency prepares students to direct and write for films, TV, and other digital video programs. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree should follow the Cinema, Film and Media Studies Pre-Major, AA-DTA Planning Guide.

## Certificate of Proficiency (65-76 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Core Requirements - 12-15 Credits

### Communication (5 Credits)

- ENGL& 101 English Composition I **Credits: 5**

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either BUS 102 or MATH& 107.

### Human Relations (2-5 Credits)

Choose either BUS 105 or CMST& 101.

## Foundation Core Requirements - 46-51 Credits

- CINEM 201 Introduction to Cinema History **Credits: 5**
- DRMA& 101 Introduction to Theatre **Credits: 5**
- DRMA 144 Acting 1 **Credits: 5**  
or
- DRMA 145 Acting 2 **Credits: 5**  
or

- DRMA 146 Acting 3 **Credits: 5**
- DRMA 155 Acting for Television and Film **Credits: 3**
- DRMA 156 Acting, Writing, Directing for the Camera I **Credits: 5**
- DRMA 157 Acting, Writing, Directing for the Camera 2 **Credits: 5**
- DRMA 235 Experimental Theater: Student Directed **Credits: 1- 5 (5)**  
and/or  
Select 1-6 Credits:
- DRMA 207 Theatrical Production **Credits: 1**
- DRMA 208 Theatrical Production **Credits: 2**
- DRMA 209 Theatrical Production **Credits: 3**
- DRMA 224 Theater Career Planning and Auditioning **Credits: 2**
- DRMA 255 Directing **Credits: 5**
- DRMA 295 Special Topics In Drama **Credits: 5**
- FILM 285 Screenwriting **Credits: 5**

## Electives

Students will choose 7-10 Credits from below.

- DRMA 144 Acting 1 **Credits: 5**  
or
- DRMA 145 Acting 2 **Credits: 5**
- DRMA 224 Theater Career Planning and Auditioning **Credits: 2**
- DRMA 225 Improvisational Theater **Credits: 2**
- ART 144 Beginning Photography **Credits: 5**
- Survey of Western Art: (Choose One)
- ARTH 224 Survey of Western Art: Ancient **Credits: 5**
- ARTH 225 Survey of Art: Renaissance - 19th ct **Credits: 5**
- ARTH 225 Survey of Art: Renaissance - 19th ct **Credits: 5**
- FILM 255 Basic Video Production **Credits: 3**
- FILM 257 Video Production II **Credits: 5**
- VCT 268 Editing Software Lab **Credits: 3**
- ENGL& 111 Introduction to Literature **Credits: 5**
- ENGL& 227 British Literature II **Credits: 5**
- ENGL& 246 American Literature III **Credits: 5**
- ENGL 281 Beginning Short Story Writing I **Credits: 5**

## Program Advisor:

**Tony Doupe** 206-546-5829 tdoupe@shoreline.edu Rm 4108

## Program Information:

**Length of Program:** 67-73 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$35-\$75

*(in addition to tuition, books and parking)*

**Website:**

[www.shoreline.edu/dramavideo/default.aspx/focus\\_production.a](http://www.shoreline.edu/dramavideo/default.aspx/focus_production.a)  
spx

EPC 7404

# Purchasing and Supply Chain Management

## Purchasing and Supply Chain Management, AAAS Planning Guide

### Program Description:

The Associate in Applied Arts and Sciences degree in Purchasing and Supply Chain Management is designed to provide students with the knowledge and skills to enter the supply chain workforce directly upon completion of the program. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

### AAAS Degree (93-96 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

#### Additional Information

The Purchasing and Supply Chain Management program is unique and highly regarded and designed both for those entering the field and professionals seeking to upgrade their skills.

#### Professional Organizations

Institute for Supply Management, INC. (ISM) - <http://www.ism.ws/>  
National Association of Educational Procurement (NAEP) - <http://www.naepnet.org/>  
International Society of Logistics (SOLE) - <http://www.sole.org/>  
National Institute of Governmental Purchasing (NIGP) - <http://www.nigp.org/>  
National Contract Management Association (NCMA) - <http://www.ncmahq.org/>  
APICS: The Association for Operations Management - <http://www.apics.org/>  
Council of Supply Chain Management Professionals - <http://cscmp.org/>

### Program Prerequisites:

ENGL 099 or placement into ENGL& 101. MATH 070 or placement into MATH 099.

## General Education Core Requirements - 18-20 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101. (Note: ENGL& 101 required for Central Washington University's BAS-ITAM Degree.)

### Quantitative/Symbolic Reasoning (5 Credits)

Choose either MATH& 146 or MATH 211.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: BUS 103, CMST 203, GWS 284, HIST 245, MCS 105.

### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

## Purchasing Core Requirements - 61 Credits

- ACCT& 201 Principles of Accounting I **Credits: 5**
- ACCT& 202 Principles of Accounting II **Credits: 5**
- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS 141 Purchasing and Supply **Credits: 5**
- BUS 142 Sourcing and Supplier **Credits: 5**
- BUS 143 Materials Management **Credits: 4**
- BUS 144 Logistics and Transportation Fundamentals **Credits: 3**
- BUS& 201 Business Law **Credits: 5**
- BUS 203 Contract Management **Credits: 4**
- BUS 215 Introduction to International Business **Credits: 5**
- BUS 245 eProcurement **Credits: 5**
- ECON& 201 Micro Economics **Credits: 5**  
or
- ECON 100 Survey of Economic Principles **Credits: 5**

## Electives - 10-15 Credits to reach 90 Credits

Choose from the following courses: BUS 102, BUS 120, BUS 180, BUS 217, BUS 218, BUS 219, BUS 240, BUS 250, BUS 270, BTWRT 115, CMST& 101, ECON& 202, ENGL& 102, MATH 111, MATH& 146, PHIL& 120\*.

\*Required for Central Washington University's BAS-ITAM Degree.

## Sample Schedule for AAAS Degree

\* Only offered once per year, during the quarter listed.

### 1st Year

#### Fall Quarter

- BUS 141 Purchasing and Supply **Credits: 5**
- BTWRT 215 Business Communications **Credits: 5**  
or
- ENGL& 101 English Composition I **Credits: 5**

#### Winter Quarter

- ACCT& 201 Principles of Accounting I **Credits: 5**
- BUS 104 Human Relations In Business **Credits: 5**
- BUS 142 Sourcing and Supplier **Credits: 5**

#### Spring Quarter

- ACCT& 202 Principles of Accounting II **Credits: 5**
- BUS& 101 Introduction to Business **Credits: 5**
- BUS 144 Logistics and Transportation Fundamentals **Credits: 3 \***
- BUS 245 eProcurement **Credits: 5 \***

### 2nd Year

#### Fall Quarter

- ACCT& 203 Principles of Accounting III **Credits: 5**
- BUS& 201 Business Law **Credits: 5**
- BUS 203 Contract Management **Credits: 4 \***

#### Winter Quarter

- BUS 143 Materials Management **Credits: 4 \***
- BUS 215 Introduction to International Business **Credits: 5**
- Elective **Credits: 5**
- (Recommend MATH 111 and/or MATH& 148 if taking MATH 211 Statistical Methods)

#### Spring Quarter

- MATH 211 Elements of Statistical Method **Credits: 5**
- MATH& 146 Introduction to Stats **Credits: 5**
- ECON& 201 Micro Economics **Credits: 5**
- ECON 100 Survey of Economic Principles **Credits: 5**
- Multicultural Understanding **Credits: 5**
- (Recommend MCS 105 Introduction to Multicultural Studies)

## Program Advisor:

**Matthew Versdahl, MBA** 206-546-4726  
mversdahl@shoreline.edu

## Program Information:

**Length of Program:** 93-96 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$30-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

EPC 546

# Purchasing and Contract Management Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Certificate of Completion in Purchasing and Contract Management leading to entry level positions in the supply chain field. Students interested in advancement are encouraged to enroll in a longer course of study to complete additional certificates and/or an Associate in Arts and Sciences (AAAS) in Purchasing and Supply Chain Management . Students pursuing a four-year baccalaureate degree in business should follow the Associate in Business, DTA/MRP Planning Guide .

## Certificate of Completion (14 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

- BUS 141 Purchasing and Supply **Credits: 5**
- BUS 203 Contract Management **Credits: 4**
- BUS 245 eProcurement **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

## Program Advisor:

**Matthew Versdahl, MBA** 206-546-4726  
mversdahl@shoreline.edu

## Program Information:

**Length of Program:** 14 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** : <http://www.shoreline.edu/virtual-campus/purchasing.aspx>

EPC 546A

# Purchasing and Supply Chain Management Certificate of Proficiency Planning Guide

## Program Description:

The Certificate of Proficiency in Purchasing and Supply Chain Management is designed to provide students with the knowledge and skills to enter the supply chain workforce directly upon completion of the program. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in advancement are encouraged to enroll in a longer course of study to complete an Associate in Applied Arts and Sciences (AAAS) degree in Purchasing and Supply Chain Management. Students interested in pursuing a baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Proficiency (51 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Core Requirements - 15 Credits

### Communication (5 Credits)

Choose one of the following courses: BTWRT 115, BTWRT 215, ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

- BUS 102 Business Mathematics **Credits: 5**

### Human Relations (5 Credits)

- BUS 104 Human Relations In Business **Credits: 5**

## Core Requirements - 31 Credits

- ACCT& 201 Principles of Accounting I **Credits: 5**
- BUS 141 Purchasing and Supply **Credits: 5**
- BUS 142 Sourcing and Supplier **Credits: 5**
- BUS 143 Materials Management **Credits: 4**
- BUS 144 Logistics and Transportation Fundamentals **Credits: 3**
- BUS 203 Contract Management **Credits: 4**
- BUS 203 Contract Management **Credits: 4**
- BUS 245 eProcurement **Credits: 5**

## Electives - 5 Credits

Choose one of the following courses: BUS& 201, BUS 215, ECON 100, ECON& 201.

## Program Advisor:

**Matthew Versdahl, MBA** 206-546-4726  
mversdahl@shoreline.edu

## Program Information:

**Length of Program:** 51 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$30-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/busad/genbusad.aspx](http://www.shoreline.edu/busad/genbusad.aspx)

See Purchasing and Supply Chain Management, AAAS Planning Guide for more information.

EPC 5463

## Program Advisor:

**Matt Versdahl**  
206-546-4620 mversdahl@shoreline.edu

# Purchasing and Supply Chain Management Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a Certificate of Completion in Purchasing and Supply Chain Management leading to entry level positions in the supply chain field. Students interested in further advancement are encouraged to enroll in a longer course of study to complete additional certificates such as the Certificate of Proficiency or an Associate in Applied Arts and Science Degree (AAAS) in Purchasing and Supply Chain Management. Students pursuing a four-year baccalaureate degree in business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (26 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

*\* Only offered once per year, during the quarter listed.*

- BUS 141 Purchasing and Supply **Credits: 5**
- BUS 142 Sourcing and Supplier **Credits: 5**
- BUS 143 Materials Management **Credits: 4 \***
- BUS 144 Logistics and Transportation Fundamentals **Credits: 3 \***
- BUS 203 Contract Management **Credits: 4 \***
- BUS 245 eProcurement **Credits: 5 \***

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Matt Versdahl, MBA** 206-546-4620 [mversdahl@shoreline.edu](mailto:mversdahl@shoreline.edu)

## Program Information:

**Length of Program:** 26 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <http://www.shoreline.edu/virtual-campus/purchasing.aspx>

EPC 5464

# Supplier Relations and Logistics Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Certificate of Completion in Supplier Relations and Logistics leading to entry level positions in the supply chain field. Students interested in advancement are encouraged to enroll in a longer course of study to complete additional certificates and/or an Associate in Applied Arts and Science Degree (AAAS) in Purchasing and Supply Chain Management. Students pursuing a four-year baccalaureate degree in business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (12 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

### Core Requirements:

*\* Only offered once per year, during the quarter listed.*

- BUS 142 Sourcing and Supplier **Credits: 5**
- BUS 143 Materials Management **Credits: 4**
- BUS 144 Logistics and Transportation Fundamentals  
**Credits: 3**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Matthew Versdahl, MBA** 206-546-4726  
[mversdahl@shoreline.edu](mailto:mversdahl@shoreline.edu)

## Program Information:

**Length of Program:** 12 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Fall, Winter, Spring

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <http://www.shoreline.edu/virtual-campus/purchasing.aspx>

EPC 546B



# Sustainable Purchasing and Supply Chain Management Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Certificate of Completion in Sustainable Purchasing and Supply Chain which defines a body-of-Knowledge needed to effectively develop supply chain strategies, programs, and activities to address industry and government's sustainable challenges. Students are encouraged to enroll in a longer course of study and to complete additional certificates or an Associate in Applied Arts and Science Degree (AAAS) in Purchasing and Supply Chain Management or Business. Students pursuing a four-year baccalaureate degree in business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (41 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 099, EAP 099, or EAPAB 099.

## Program Requirements

*\* Only offered once per year, during the quarter listed*

- BUS 141 Purchasing and Supply **Credits: 5**
- BUS 142 Sourcing and Supplier **Credits: 5**
- BUS 143 Materials Management **Credits: 4 \***
- BUS 144 Logistics and Transportation Fundamentals **Credits: 3 \***
- BUS 203 Contract Management **Credits: 4 \***
- BUS 245 eProcurement **Credits: 5 \***
- BUS 217 Fundamentals of Sustainable Business **Credits: 5 \***
- BUS 218 Sustainable Business Strategies **Credits: 5 \***
- BUS 219 Sustainable Marketing **Credits: 5 \***

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Matthew Versdahl, MBA** 206-546-4726  
[mversdahl@shoreline.edu](mailto:mversdahl@shoreline.edu)

## Program Information:

**Length of Program:** 41 Credits  
**Completion Award:** Certificate of Completion  
**Enrollment:** Fall, Winter, Spring  
**Approximate Quarterly Costs:** \$25-\$85  
*(in addition to tuition, books and parking)*  
**Website:** <http://www.shoreline.edu/virtual-campus/purchasing.aspx>

EPC 5466

# Visual Communication Technology

## Animation/Video for Multimedia, AAAS Planning Guide

### Program Description:

Students will explore creative, multimedia tools and solutions on Mac and PC platforms, using industry-standard software. In addition to General Education requirements, study will take place at three levels: core foundational design training, degree concentration requirements, and as a final capstone, specialization requirements provide the final layer of specialized student in animation or video topics and software. This two-year plus degree articulates with short-term, stackable certificates for add-on skill sets.

Early advising is strongly recommended for this program.

Students are required to maintain a final grade of 2.0 (75%) in each VCT foundational course in order to progress to the next class. If you receive a grade below 2.0, you will be required to either retake the class or pursue an advisor's waiver.

### AAAS Degree (115-122 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### General Education Requirements - 15-20 Credits

#### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

#### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following courses: BUS 102, BUSTC 150, MATH& 107, MUSTC 106.

#### Human Relations (2-5 Credits)

Choose either BUS 105 or CMST& 101.

#### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: HUM 105, CMST 203, BUS 103.

### VCT Foundation Requirements - 65 Credits

#### Studio Foundations

- ART 109 Two-Dimensional Design **Credits: 5**
- ART 131 Drawing 1 **Credits: 5**
- ART 144 Beginning Photography **Credits: 5**

#### Design/Production Foundations

- VCT 101 Graphic Design 1 **Credits: 5**
- VCT 112 Visual Communications Survey **Credits: 5**
- VCT 102 Graphic Design 2 **Credits: 5**

#### Digital Graphics Foundations

**Includes self-paced, online technical training component**

**\* Challenge Tests are available to place out of VCT 124 & VCT 125**

- VCT 124 Basic Macintosh Systems Operations **Credits: 2 \***
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3 \***
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**
- VCT 134 Adobe: Illustrator (Vector Graphics) **Credits: 5**
- VCT 176 Introduction to 3D Modeling and Animation **Credits: 5**
- VCT 135 Adobe: Animation/Interactive Media **Credits: 5**
- VCT 170 Adobe: Interactive/Web Design **Credits: 5**

### Degree Concentration Requirements - 23-25 Credits

#### Media History (5 Credits)

Choose one of the following courses: VCT 230, CINEM 201, ART 234, ARTH 204, ARTH 210, ARTH 224, ARTH 225, ARTH 226.

## Track Options (Choose One)

### Option 1: Animation

**\*\* Includes self-paced, online technical training component**

- ART 134 Drawing for Animation **Credits: 5**
- VCT 251 Introduction to Game Design Theory **Credits: 5**
- VCT 252 Introduction to Game Art **Credits: 5 \*\***
- VCT 276 3D Modeling and Animation With Maya **Credits: 5**

### Option 2: Video

- FILM 256 Video Production I **Credits: 5**
- FILM 265 Editing I **Credits: 5**
- VCT 268 Editing Software Lab **Credits: 3**
- FILM 285 Screenwriting **Credits: 5**

## Degree Specialization Requirements (12-16 Credits)

**Includes self-paced, online technical training component**

*Students are required to complete a minimum of 12 credits of specialization coursework. Specialization courses consist of three parts: seminar, collaborative lab sessions, and online specialized software training and/or topic-based training with online industry training partners. A Faculty/Student Advising session is required for placement into this set of courses.*

#### **Examples of Specialization Software Training:**

Maya, 3D StudioMax, Mudbox, ZBrush, Soft Image, Blender, Vue, Lightwave, Unity, Unreal Engine, C++, Javascript, iOS Dev, Premiere, Encore, After Effects, etc.

#### **Examples of Topic-Based Training:**

Storyboarding, Matte Painting, Matchmoving, Digital Art, Interface Design, Effects, Compositing, Modeling, Character Rigging, Project Management, etc.

**Choose 3-4 of the following courses:**

Design Studio/Portfolio: VCT 205, VCT 206, VCT 207\*\*  
AdobeCS Studio/Portfolio: VCT 215, VCT 216, VCT 217\*\*  
Interactive Studio/Portfolio: VCT 225, VCT 226, VCT 227\*\*  
Autodesk Studio/Portfolio: VCT 235, VCT 236, VCT 237\*\*  
Video Studio/Portfolio: VCT 245, VCT 246, VCT 247\*\*

**\*\* Includes self-paced, online technical training component.**

## Program Advisor:

**Christine Shafner** 206-546-47628 cshafner@shoreline.edu Rm 2174

**Alan Yates** 206-533-6771 ayates@shoreline.edu Rm 2054

**Claire Fant** 206-533-6763 cfant@shoreline.edu Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 mbonar@shoreline.edu

## Program Information:

**Length of Program:** 115-122 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC 744

# Creative Project Management, AAAS Planning Guide

## Program Description:

The Associate in Applied Arts and Sciences degree in Creative Project Management is designed to train students to work in the creative industry as a project manager. The degree plan balances course work to cover basic design principles and technical skills with an emphasis on production scheduling, management, estimating, entrepreneurship, communication, and marketing analytics.

Early advising is strongly recommended for this program.

## AAAS Degree (90-95 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Students are required to maintain a final grade of 2.0 (75%) in each VCT or ART course in order to progress to the next class. If you receive a grade below 2.0, and you are taking a class as a requirement for this degree, you will be required to retake the class or pursue an advisor's waiver.

## General Education Requirements - 15-20 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following courses: BUS 102, BUSTC 150, MATH& 107, MUSTC 106.

### Human Relations (2-5 Credits)

Choose either BUS 105 or CMST& 101.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: CMST 203, HUM 105, BUS 103.

## VCT Foundation Requirements (75 Credits)

Students are required to complete all classes to receive a degree.

### Studio Foundation

- ART 109 Two-Dimensional Design **Credits: 5**  
or
- ART 110 Three-Dimensional Design **Credits: 5**
- ART 131 Drawing 1 **Credits: 5**
- ART 144 Beginning Photography **Credits: 5**

### Design/Production Foundation

- VCT 101 Graphic Design 1 **Credits: 5**
- VCT 112 Visual Communications Survey **Credits: 5**

### Digital Graphics Foundation

- VCT 124 Basic Macintosh Systems Operations **Credits: 2**
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3**
- VCT 128 Adobe: Page Layout with Indesign **Credits: 5**
- VCT 134 Adobe: Illustrator (Vector Graphics) **Credits: 5**
- VCT 135 Adobe: Animation/Interactive Media **Credits: 5**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**
- VCT 170 Adobe: Interactive/Web Design **Credits: 5**
- VCT 176 Introduction to 3D Modeling and Animation **Credits: 5**

### Track Subjects

- VCT 155 Digital Production **Credits: 5**
- VCT 156 Creative Project Management **Credits: 5**
- BUS 270 Entrepreneurship - Starting a New Business **Credits: 5**

## Program Advisor:

**Christine Shafner** 206-546-7628 cshafner@shoreline.edu Rm 2174

**Alan Yates** 206-533-6771 ayates@shoreline.edu Rm 2054

**Claire Fant** 206-533-6763 cfant@shoreline.edu Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 mbonar@shoreline.edu Rm 2057

## Program Information:

**Length of Program:** 90-95 Credits

**Completion Award:** A.A.A.S. Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC 728

# Game Art and Design, AAAS Planning Guide

## Program Description:

Students will explore creative, multimedia tools and solutions on Mac and PC platforms, using industry-standard software. In addition to General Education requirements, study will take place at three levels: core foundational design training, concentrated study in game design, and software-based and topic-based study in specialized areas. This is not a degree in programming, but students have opportunities to take introductory courses in industry-standard programming languages. Early advising is strongly recommended for this program.

Students are required to maintain a final grade of 2.0 (75%) in each VCT foundational course in order to progress to the next class. If you receive a grade below 2.0, you will be required to either retake the class or pursue an advisor's waiver.

## AAAS Degree (117-126 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Core Requirements (15-20 Credits)

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following courses: BUS 102, BUSTC 150, MATH& 107, MUSTC 106.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: HUM 105, BUS 103, CMST 203.

### Human Relations (2-5 Credits)

Choose either BUS 105 or CMST& 101.

## VCT Foundation Requirements (65 Credits)

### Studio/Humanities Foundation

- ART 131 Drawing 1 **Credits: 5**
- ART 109 Two-Dimensional Design **Credits: 5**
- ART 110 Three-Dimensional Design **Credits: 5**

### Choose one of the following:

Choose one of the following: ART 131, ART 251, or HUM 140.

Note: One Studio Arts or Humanities course may be substituted for a specialization course from the following list: HUM 140, ART 132, ART 133, ART 145, ART 251, ART 252, ART 271, VCT 103, MUSTC 131.

### Selected Courses:

### Design/Production Foundation

- VCT 101 Graphic Design 1 **Credits: 5**
- VCT 112 Visual Communications Survey **Credits: 5**
- VCT 102 Graphic Design 2 **Credits: 5**

### Digital Graphics Foundation

Includes self-paced, online technical training component  
Challenge Tests are available to place out of VCT 124 & VCT 125

- VCT 124 Basic Macintosh Systems Operations **Credits: 2**
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**
- VCT 134 Adobe: Illustrator (Vector Graphics) **Credits: 5**
- VCT 176 Introduction to 3D Modeling and Animation **Credits: 5**
- VCT 135 Adobe: Animation/Interactive Media **Credits: 5**
- VCT 170 Adobe: Interactive/Web Design **Credits: 5**

## Degree Concentration Requirements (25 Credits)

### Media History (5 Credits)

Choose one of the following courses: VCT 230, ARTH 204, ARTH 210, ARTH 224, ARTH 225, ARTH 226, ART 234.

## Track Subjects

\*\*Includes self-paced, online technical training component

- VCT 251 Introduction to Game Design Theory **Credits: 5**
- VCT 276 3D Modeling and Animation With Maya **Credits: 5**
- VCT 252 Introduction to Game Art **Credits: 5** \*\*
- VCT 253 Introduction to Game Development **Credits: 5** \*\*

**Length of Program:** 117-126 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

(in addition to tuition, books and parking)

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC 7441

## Degree Specialization Requirements (12-16 Credits)

Includes self-paced, online technical training component

*Students are required to complete a minimum of 12 credits of specialization coursework. Specialization courses consist of three parts: seminar, collaborative lab sessions, and online specialized software training and/or topic-based training with online industry training partners. A Faculty/Student Advising session is required for placement into this set of courses.*

### Examples of Specialization Software Training:

*Maya, 3D StudioMax, Mudbox, ZBrush, Soft Image, Blender, Vue, Lightwave, Unity, Unreal Engine, C++, Javascript, iOS Dev, Premiere, Encore, After Effects, etc.*

### Examples of Topic-Based Training:

*Storyboarding, Matte Painting, Matchmoving, Digital Art, Interface Design, Effects, Compositing, Modeling, Character Rigging, Project Management, etc.*

Choose 3-4 of the following courses:

Design Studio/Portfolio: VCT 205, VCT 206, VCT 207\*\*

AdobeCS Studio/Portfolio: VCT 215, VCT 216, VCT 217\*\*

Interactive Studio/Portfolio: VCT 225, VCT 226, VCT 227\*\*

Autodesk Studio/Portfolio: VCT 235, VCT 236, VCT 237\*\*

Video Studio/Portfolio: VCT 245, VCT 246, VCT 247\*\*

\*\* Includes self-paced, online technical training component.

## Program Advisor:

**Alan Yates** 206-533-6771 ayates@shoreline.edu Rm 2054

**Christine Shafner** 206-546-7628 cshafner@shoreline.edu Rm 2174

**Claire Fant** 206-533-6763 cfant@shoreline.edu Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 mbonar@shoreline.edu Rm 2057

## Program Information:

# Graphic Design, AAAS Planning Guide

## Program Description:

Students will design creative solutions using industry-standard software. In addition to General Education requirements, study will take place at three levels: core foundational design training, concentrated study in graphic design, and software-based and/or topic based study in specialized areas. Technical software training is done partly online with leading industry partners. This can be self-paced, allowing students to review lessons and establish the self-directed, life-long learner skills that the continually changing industry requires. This learning model also allows for greater focus on development of creative, conceptual skills and team collaboration skills in the classroom. Early advising is strongly recommended for this program.

Students are required to maintain a final grade of 2.0 (75%) in each VCT foundational course in order to progress to the next class. If you receive a grade below 2.0, you will be required to either retake the class or pursue an advisor's waiver.

## AAAS Degree (112-121 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## General Education Requirements - 15-20 Credits

### Communication Skills (5 Credits)

Choose either BTWRT 215 or ENGL& 101.

### Quantitative/Symbolic Reasoning (5 Credits)

Choose one of the following courses: BUS 102, BUSTC 150, MATH& 107, MUSTC 106.

### Multicultural Understanding (3-5 Credits)

Choose one of the following courses: HUM 105, BUS 103, CMST 203.

### Human Relations (2-5 Credits)

Choose either BUS 105 or CMST& 101.

## VCT Foundation Requirements - 65 Credits

### Studio Foundations

- ART 109 Two-Dimensional Design **Credits: 5**
- ART 131 Drawing 1 **Credits: 5**
- ART 144 Beginning Photography **Credits: 5**

### Design/Production Foundations

- VCT 101 Graphic Design 1 **Credits: 5**
- VCT 102 Graphic Design 2 **Credits: 5**
- VCT 112 Visual Communications Survey **Credits: 5**

### Digital Graphics Foundations

Includes self-paced, online technical training component

\* Challenge Tests are available to place out of VCT 124 & VCT 125

- VCT 124 Basic Macintosh Systems Operations **Credits: 2** \*
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3** \*
- VCT 128 Adobe: Page Layout with Indesign **Credits: 5**
- VCT 134 Adobe: Illustrator (Vector Graphics) **Credits: 5**
- VCT 135 Adobe: Animation/Interactive Media **Credits: 5**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**
- VCT 170 Adobe: Interactive/Web Design **Credits: 5**
- VCT 176 Introduction to 3D Modeling and Animation **Credits: 5**

## Degree Concentration Requirements - 20 Credits

### Media History (Choose One) (5 Credits)

- ARTH 224 Survey of Western Art: Ancient **Credits: 5**
- ARTH 225 Survey of Art: Renaissance - 19th ct **Credits: 5**
- ARTH 226 Survey of Western Art: Modern/Postmodern **Credits: 5**
- ARTH 204 Survey of Asian Art **Credits: 5**
- ARTH 210 Japanese Art History **Credits: 5**
- VCT 230 History of Visual Media **Credits: 5**



## Track Subjects

\*\*Includes self-paced, online technical training component

- VCT 103 Graphic Design 3 **Credits: 5** \*\*
- VCT 204 Graphic Design 4: Packaging & Event Graphics **Credits: 5** \*\*
- VCT 155 Digital Production **Credits: 5**  
or
- VCT 156 Creative Project Management **Credits: 5**

## Degree Specialization Requirements (12-16 Credits)

Includes self-paced, online technical training component

*Students are required to complete a minimum of 12 credits of specialization coursework. Specialization courses consist of three parts: seminar, collaborative lab sessions, and online specialized software training and/or topic-based training with online industry training partners. A Faculty/Student Advising session is required for placement into this set of courses*

### Examples of Specialization Software Training:

Fontographer, Maya, 3D Studio Max, Mudbox, ZBrush, Soft Image, Blender, Vue, Lightwave, Unity, Unreal Engine, C++, Javascript, iOS Dev, Premiere, Encore, After Effects, Fireworks, Joomla, Drupal, etc

### Examples of Topic-Based Training

Storyboarding, Matte Painting, Matchmoving, Digital Art, Event Design, Packaging, Interface Design, Effects, Compositing, Modeling, Digital Printing, Character Rigging, Project Management, etc

Choose 3-4 of the following courses:

Design Studio/Portfolio: VCT 205, VCT 206, VCT 207\*\*  
AdobeCS Studio/Portfolio: VCT 215, VCT 216, VCT 217\*\*  
Interactive Studio/Portfolio: VCT 225, VCT 226, VCT 227\*\*  
Autodesk Studio/Portfolio: VCT 235, VCT 236, VCT 237\*\*  
Video Studio/Portfolio: VCT 245, VCT 246, VCT 247\*\*

\*\* Includes self-paced, online technical training component.

## Program Advisor:

**Alan Yates** 206-533-6771 ayates@shoreline.edu Rm 2054  
**Christine Shafner** 206-546-7628 cshafner@shoreline.edu Rm 2174  
**Claire Fant** 206-533-6763 cfant@shoreline.edu Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 mbonar@shoreline.edu Rm 2057

## Program Information:

**Length of Program:** 112-121 Credits

**Completion Award:** AAAS Degree

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC 7962

# Art and Design Foundation

## Certificate of Completion Planning Guide

### Program Description:

Shoreline Community College offers a short-term Certificate of Completion (CC) in VCT Art & Design Foundation leading to an entry-level position in an office setting. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Visual Communication Technology. Students pursuing a four-year baccalaureate degree should follow the Business Associate in Fine Arts (AFA) degree planning guide.

### Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Program Requirements

- ART 109 Two-Dimensional Design **Credits: 5**
- ART 131 Drawing 1 **Credits: 5**
- VCT 101 Graphic Design 1 **Credits: 5**

### Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

### Program Advisor:

**Christine Shafner** 206-546-7628 [cshafner@shoreline.edu](mailto:cshafner@shoreline.edu) Rm 2174

**Alan Yates** 206-533-6771 [ayates@shoreline.edu](mailto:ayates@shoreline.edu) Rm 2054

**Claire Fant** 206-533-6763 [cfant@shoreline.edu](mailto:cfant@shoreline.edu) Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 [mbonar@shoreline.edu](mailto:mbonar@shoreline.edu) Rm 2057

### Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC J728A

# Visual Communications Technology: Business Foundation Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Certificate of Completion (CC) in VCT Business Foundation leading to an entry-level position in the fine, performing or technical arts. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Business or Visual Communication Technology. Students pursuing a four-year baccalaureate degree in Business should follow the Associate in Business, DTA/MRP Planning Guide.

## Certificate of Completion (19 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 099, EAP 099, or EAPAB 099.

Recommended: Entry-level skills in word processing or BUSTC 105.

## Program Requirements

- BUS 105 Essentials of Human Relations **Credits: 2**
- BUS 120 Principles of Marketing **Credits: 5**
- BTWRT 115 Business English **Credits: 5**
- MUSTC 102 Music Business Law **Credits: 2**
- VCT 112 Visual Communications Survey **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Christine Shafner** 206-546-7628 [cshafner@shoreline.edu](mailto:cshafner@shoreline.edu) Rm 2174

**Alan Yates** 206-533-6771 [ayates@shoreline.edu](mailto:ayates@shoreline.edu) Rm 2054

**Claire Fant** 206-533-6763 [cfant@shoreline.edu](mailto:cfant@shoreline.edu) Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 [mbonar@shoreline.edu](mailto:mbonar@shoreline.edu) Rm 2057

## Program Information:

**Length of Program:** 19 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC J728C

# Computer Foundation Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Certificate of Completion (CC) in VCT Computer Foundation leading to an entry-level position in information and visual technology. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Visual Communication Technology. Students pursuing a four-year baccalaureate degree in Associate in Fine Arts (AFA) degree planning guide.

## Certificate of Completion (15 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

Placement into ENGL 099, EAP 099, or EAPAB 099 and placement into MATH 098.

## Program Requirements

- BUSTC 105 Computer Applications **Credits: 5**
- VCT 124 Basic Macintosh Systems Operations **Credits: 2**
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at jaydelotte@shoreline.edu or 206-546-4719.*

## Program Advisor:

**Christine Shafner** 206-546-7628 cshafner@shoreline.edu Rm 2174

**Alan Yates** 206-533-6771 ayates@shoreline.edu Rm 2054

**Claire Fant** 206-533-6763 cfant@shoreline.edu Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 mbonar@shoreline.edu Rm 2057

## Program Information:

**Length of Program:** 15 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC J728B

# Computer Graphics Foundation Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in leading to a Certificate of Completion (CC) in VCT Computer Graphics Foundation. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete a Certificate of Proficiency (CP) or an Associate in Applied Arts and Sciences (AAAS) degree in Visual Communication Technology. Students pursuing a four-year baccalaureate degree should follow the Associate in Fine Arts (AFA) degree planning guide.

## Certificate of Completion (20 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Requirements

- VCT 112 Visual Communications Survey **Credits: 5**
- VCT 128 Adobe: Page Layout with Indesign **Credits: 5**
- VCT 134 Adobe: Illustrator (Vector Graphics) **Credits: 5**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Christine Shafner** 206-546-7628 [cshafner@shoreline.edu](mailto:cshafner@shoreline.edu) Rm 2174

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**Claire Fant** 206-533-6763 [cfant@shoreline.edu](mailto:cfant@shoreline.edu) Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 [mbonar@shoreline.edu](mailto:mbonar@shoreline.edu) Rm 2057

## Program Information:

**Length of Program:** 20 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC 7967

# Digital Illustration/Animation Level II

## Certificate of Completion Planning Guide

### Program Description:

Shoreline Community College offers a short-term Certificate of Completion (CC) in VCT Digital Illustration/Animation Level II for entry-level positions image production environments. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Visual Communication Technology. Students pursuing a four-year baccalaureate degree should follow the Associate in Fine Arts (AFA) degree planning guide.

### Certificate of Completion (18 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

#### Additional Information

Please note that courses listed in concentrations have prerequisites that expand the total credits required. However, prerequisites may be waived at the VCT advisor's discretion based on student experience or portfolio presentation. Courses may be substituted or waived by the program faculty advisor.

### Program Prerequisites:

ART 131, VCT 124, VCT 125, VCT 134, VCT 135, VCT 136, or portfolio review.

### Program Requirements

- VCT 215 Specialization: Adobe Studio/Portfolio 1  
**Credits: 4**
- VCT 235 Specialization: Autodesk/3D Studio/Game Design 1  
**Credits: 4**
- VCT 252 Introduction to Game Art  
**Credits: 5**
- VCT 276 3D Modeling and Animation With Maya  
**Credits: 5**

### Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

### Program Advisor:

**Christine Shafner** 206-546-7628 [cshafner@shoreline.edu](mailto:cshafner@shoreline.edu) Rm 2174

**Alan Yates** 206-533-6771 [ayates@shoreline.edu](mailto:ayates@shoreline.edu) Rm 2054

**Claire Fant** 206-533-6763 [cfant@shoreline.edu](mailto:cfant@shoreline.edu) Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 [mbonar@shoreline.edu](mailto:mbonar@shoreline.edu) Rm 2057

### Program Information:

**Length of Program:** 18 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC J744C

# Digital Photography Level II

## Certificate of Completion Planning Guide

### Program Description:

Shoreline Community College offers a short-term Certificate of Completion (CC) in VCT Digital Photography level II leading to an entry-level position in photographic image production, image manipulation and management. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Visual Communication Technology. Students pursuing a four-year baccalaureate degree should follow the Associate in Fine Arts (AFA) degree planning guide.

### Certificate of Completion (13 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

#### Additional Information

Certificates of Completion are designed for students who are adding areas of knowledge to their VCT AAAS Specializations or have intermediate/advanced industry experience. Please note that courses listed in concentrations have prerequisites that expand the total credits required. However, prerequisites may be waived at the VCT advisor's discretion based on student experience or portfolio presentation. Courses may be substituted or waived by the program faculty advisor.

### Program Prerequisites:

ART 144, ART 145, VCT 124, VCT 125, VCT 136, or portfolio review.

### Program Requirements

- ART 244 Studio/Lighting/Digital Imaging **Credits: 4**
- VCT 155 Digital Production **Credits: 5**
- VCT 215 Specialization: Adobe Studio/Portfolio 1 **Credits: 4**

### Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

### Program Advisor:

**Christine Shafner** 206-546-7628 [cshafner@shoreline.edu](mailto:cshafner@shoreline.edu) Rm 2174

**Alan Yates** 206-533-6771 [ayates@shoreline.edu](mailto:ayates@shoreline.edu) Rm 2054

**Claire Fant** 206-533-6763 [cfant@shoreline.edu](mailto:cfant@shoreline.edu) Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 [mbonar@shoreline.edu](mailto:mbonar@shoreline.edu) Rm 2057

### Program Information:

**Length of Program:** 13 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC J796D

# Digital Video Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term program in leading to a Certificate of Completion (CC) in VCT Digital Video. Students interested in advanced knowledge and skills are encouraged to enroll in a longer course of study to complete a Certificate of Proficiency (CP) or an Associate in Applied Arts and Sciences (AAAS) degree in Visual Communication Technology. Students pursuing a four-year baccalaureate degree should follow the Associate in Fine Arts (AFA) degree planning guide.

## Program Information:

**Length of Program:** 15-17 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC 796E

## Certificate of Completion (15-17 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

## Program Prerequisites:

VCT 124, VCT 125, VCT 136, or portfolio review.

## Program Requirements

- FILM 256 Video Production I **Credits: 5**
- FILM 265 Editing I **Credits: 5**
- VCT 245 Specialization: Video/Visual Effects Studio 1 **Credits: 4**
- VCT 268 Editing Software Lab **Credits: 3** (1-3)

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Christine Shafner** 206-546-7628 [cshafner@shoreline.edu](mailto:cshafner@shoreline.edu) Rm 2174

**Alan Yates** 206-533-6771 [ayates@shoreline.edu](mailto:ayates@shoreline.edu) Rm 2054

**Claire Fant** 206-533-6763 [cfant@shoreline.edu](mailto:cfant@shoreline.edu) Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 [mbonar@shoreline.edu](mailto:mbonar@shoreline.edu) Rm 2057



# Visual Communications Foundation Certificate of Proficiency Planning Guide

## Program Description:

The Visual Communications Foundation Certificate of Proficiency is designed to provide an introductory level of knowledge and practice in visual design principles; graphic and typographic design; photography and video; computer graphic technologies; and offset printing, pre-press and new imaging technologies. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Art should follow the Foundation Studio Art, AFA Planning Guide or Photography, AFA Planning Guide transfer degree planning guide.

## Certificate of Proficiency (61-64 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Additional Information

- Substitutions and waivers may be made with faculty approval
- Check for prerequisites for all of the upper level classes, and plan ahead!
- Choose a mix of different types of classes for each quarter. For example: lecture, computer/software, studio, general education classes
- In addition to this 1-year certificate, students may earn a Certificate(s) in a specialized area. Students may also add classes to complete a two-year degree. Call 546-4671 for advising and information
- Plan one General Education class per quarter

## General Education Core Requirements (12-15 Credits)

### Communication (5 Credits)

Choose one of the following courses: ENGL 099, ENGL& 101, BTWRT 115, BTWRT 215.

### Quantitative/Symbolic Reasoning (5 Credits)

- BUS 102 Business Mathematics **Credits: 5**

## Human Relations (2-5 Credits)

Choose one of the following courses: HUM 105, BUS 105, CMST& 101.

## Core Requirements (49 Credits)

- ART 109 Two-Dimensional Design **Credits: 5**
- VCT 101 Graphic Design 1 **Credits: 5**
- VCT 112 Visual Communications Survey **Credits: 5**
- VCT 124 Basic Macintosh Systems Operations **Credits: 2**
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3**
- VCT 128 Adobe: Page Layout with Indesign **Credits: 5**
- VCT 134 Adobe: Illustrator (Vector Graphics) **Credits: 5**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**
- VCT 170 Adobe: Interactive/Web Design **Credits: 5**
  
- ART 144 Beginning Photography **Credits: 5**  
or
- ART 131 Drawing 1 **Credits: 5**

## Portfolio: (Choose one)

- VCT 205 Specialization: Design Studio/Portfolio 5 **Credits: 4**
- VCT 215 Specialization: Adobe Studio/Portfolio 1 **Credits: 4**
- VCT 225 Specialization: Interactive Web/Studio 1 **Credits: 1-4**
- VCT 235 Specialization: Autodesk/3D Studio/Game Design 1 **Credits: 4**
- VCT 245 Specialization: Video/Visual Effects Studio 1 **Credits: 4**

## Program Advisor:

**Christine Shafner** 206-546-7628 cshafner@shoreline.edu Rm 2174

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**Claire Fant** 206-533-6763 cfant@shoreline.edu Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 mbonar@shoreline.edu Rm 2057

## Program Information:

**Length of Program:** 61-64 Credits

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/vct/default.aspx](http://www.shoreline.edu/vct/default.aspx)

EPC 7965

# Communications Foundation with Customized Specialization Certificate of Proficiency Planning Guide

## Program Description:

The Visual Communications Foundation w/Specialization Certificate of Proficiency is designed to provide an introductory level of knowledge and practice in visual design principles; graphic and typographic design; photography and video; computer graphic technologies; and offset printing, pre-press and new imaging technologies. Shoreline Community College works closely with local advisory committees comprised of industry professionals to ensure students receive the knowledge and skills currently in demand by employers in the field. Students interested in pursuing a four-year baccalaureate degree in Art should follow the Foundation Studio Art, AFA Planning Guide or Photography, AFA Planning Guide transfer degree planning guide.

## Certificate of Proficiency (54-59 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Additional Information

- Check for prerequisites for all of the upper level classes, and plan ahead!
- Substitutions and waivers can be made with faculty approval
- Choose a mix of different types of classes for each quarter. For example: lecture, computer/software, studio, general education classes
- In addition to this 1-year certificate, students may earn a Certificate(s) in a specialized area. Students may also add classes to complete a two-year degree. Call 546-4671 for advising and information
- Plan 1 General Education and up to 8 cr Specialization/quarter

## General Education Core Requirements (12-15 Credits)

### Communication (5 Credits)

Choose one of the following courses: BTWRT 115, BTWRT 215, ENGL 099, ENGL& 101.

## Quantitative/Symbolic Reasoning (5 Credits)

- BUS 102 Business Mathematics **Credits: 5**

## Human Relations (2-5 Credits)

Choose one of the following courses: HUM 105, BUS 105, CMST& 101.

## Core Requirements (29 Credits)

- VCT 101 Graphic Design 1 **Credits: 5**
- VCT 124 Basic Macintosh Systems Operations **Credits: 2**
- VCT 125 Introduction to Image Construction, Editing & Output **Credits: 3**
- VCT 128 Adobe: Page Layout with Indesign **Credits: 5**
- VCT 134 Adobe: Illustrator (Vector Graphics) **Credits: 5**
- VCT 136 Adobe: Raster Graphics with Photoshop **Credits: 5**

## Portfolio (Choose One)

- VCT 205 Specialization: Design Studio/Portfolio 5 **Credits: 4**
- VCT 215 Specialization: Adobe Studio/Portfolio 1 **Credits: 4**
- VCT 225 Specialization: Interactive Web/Studio 1 **Credits: 1-4**
- VCT 235 Specialization: Autodesk/3D Studio/Game Design 1 **Credits: 4**
- VCT 245 Specialization: Video/Visual Effects Studio 1 **Credits: 4**

## Electives (13-15 Credits)

13-15 Credits From Classes Listed Below

*Choose according to your career goal. You may stay within one category, or choose freely from several.*

## Graphic Design Classes

- ART 109 Two-Dimensional Design **Credits: 5**
- VCT 102 Graphic Design 2 **Credits: 5**
- VCT 103 Graphic Design 3 **Credits: 5**
- VCT 112 Visual Communications Survey **Credits: 5**
- VCT 128 Adobe: Page Layout with Indesign **Credits: 5**

## Photoshop/Photography Classes

- ART 144 Beginning Photography **Credits: 5**
- ART 145 Intermediate Photography **Credits: 4**
- ART 146 Advanced Photography **Credits: 4**
- VCT 155 Digital Production **Credits: 5**
- VCT 215 Specialization: Adobe Studio/Portfolio 1 **Credits: 4**

## Flash/Multimedia Classes

- ART 134 Drawing for Animation **Credits: 5**
- VCT 135 Adobe: Animation/Interactive Media **Credits: 5**
- VCT 225 Specialization: Interactive Web/Studio 1 **Credits: 1-4**
- VCT 226 Specialization: Interactive Web/Studio 2 **Credits: 1-4**
- VCT 227 Specialization: Interactive Web/Studio 1 **Credits: 4**

## Game Art and Design Intro

- ART 234 History of Animation **Credits: 5**
- VCT 251 Introduction to Game Design Theory **Credits: 5**
- VCT 252 Introduction to Game Art **Credits: 5**
- VCT 253 Introduction to Game Development **Credits: 5**

## Web Classes

- VCT 135 Adobe: Animation/Interactive Media **Credits: 5**
- VCT 170 Adobe: Interactive/Web Design **Credits: 5**
- VCT 225 Specialization: Interactive Web/Studio 1 **Credits: 1-4**

## Illustration Classes

- ART 131 Drawing 1 **Credits: 5**
- VCT 215 Specialization: Adobe Studio/Portfolio 1 **Credits: 4**
- VCT 235 Specialization: Autodesk/3D Studio/Game Design 1 **Credits: 4**
- VCT 276 3D Modeling and Animation With Maya **Credits: 5**

## Production Classes

- VCT 112 Visual Communications Survey **Credits: 5**
- VCT 155 Digital Production **Credits: 5**
- VCT 156 Creative Project Management **Credits: 5**

## Video Classes

- CINEM 201 Introduction to Cinema History **Credits: 5**
- FILM 255 Basic Video Production **Credits: 3**
- FILM 256 Video Production I **Credits: 5**
- FILM 265 Editing I **Credits: 5**
- VCT 268 Editing Software Lab **Credits: 3**

## Marketing

- BUS 120 Principles of Marketing **Credits: 5**
- MUSTC 102 Music Business Law **Credits: 2**
- VCT 112 Visual Communications Survey **Credits: 5**

## Program Advisor:

**Christine Shafner** 206-546-7628 cshafner@shoreline.edu Rm 2174

**Alan Yates** 206-533-6771 ayates@shoreline.edu Rm 2054

**Claire Fant** 206-533-6963 cfant@shoreline.edu Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 mbonar@shoreline.edu Rm 2057

## Program Information:

**Length of Program:** 54-59 Credits (3-4 quarters)

**Completion Award:** Certificate of Proficiency

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** [www.shoreline.edu/vct/default.aspx](http://www.shoreline.edu/vct/default.aspx)

EPC 7966

# Web Design Certificate of Completion Planning Guide

## Program Description:

Shoreline Community College offers a short-term Certificate of Completion (CC) in Web Design leading to an entry-level position in an office setting. Students interested in advancement are encouraged to enroll in longer courses of study to complete additional certificates or associate degrees in Visual Communication Technology. Students pursuing a four-year baccalaureate degree should follow the Foundation Studio Art, AFA Planning Guide.

## Certificate of Completion (19 Credits)

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.

### Additional Information

Certificates of Completion are designed for students who are adding areas of knowledge to their VCT AAAS Specializations or have intermediate/advanced industry experience. Please note that courses listed in concentrations have prerequisites that expand the total credits required. Prerequisites may be waived at the VCT advisor's discretion based on student experience or portfolio presentation. Courses may be substituted or waived by the program faculty advisor.

## Program Prerequisites:

VCT 101, VCT 124, VCT 125, VCT 136, or portfolio review.

## Program Requirements

- ENGL 279 Writing for New Media **Credits: 5**
- VCT 135 Adobe: Animation/Interactive Media **Credits: 5**
- VCT 170 Adobe: Interactive/Web Design **Credits: 5**
- VCT 225 Specialization: Interactive Web/Studio 1  
**Credits: 1-4**

## Certificate Completion

*Students should automatically receive their Certificate after successful completion of all required courses. If you have not received your Certificate, please contact Jenifer Aydelotte in the office of Student Learning at [jaydelotte@shoreline.edu](mailto:jaydelotte@shoreline.edu) or 206-546-4719.*

## Program Advisor:

**Christine Shafner** 206-546-7628 [cshafner@shoreline.edu](mailto:cshafner@shoreline.edu) Rm 2174

**Alan Yates** 206-533-6771 [ayates@shoreline.edu](mailto:ayates@shoreline.edu) Rm 2054

**Claire Fant** 206-533-6763 [cfant@shoreline.edu](mailto:cfant@shoreline.edu) Rm 2024

For Program Information:

**Mary Bonar** 206-546-4671 [mbonar@shoreline.edu](mailto:mbonar@shoreline.edu) Rm 2057

## Program Information:

**Length of Program:** 19 Credits

**Completion Award:** Certificate of Completion

**Enrollment:** Every Quarter

**Approximate Quarterly Costs:** \$25-\$85

*(in addition to tuition, books and parking)*

**Website:** <https://www.shoreline.edu/visual-arts/>

EPC J796G

# Course Descriptions

## Accounting

### ACCT 104 Payroll Accounting

**Credits: 5**

A course designed to provide information and study of accounting for payroll, payroll taxes and benefits. Computer-assisted practice problems are required. Mandatory decimal grading.

**Prerequisite Required:** ACCT& 201 (may be taken concurrently) and math skills equivalent to or higher than MATH 070 or BUS 102, or equivalent math.

**When Typically Offered:** Fall

### ACCT 170 Federal Income Tax Individuals/Small Business

**Credits: 5**

This course presents the fundamentals of federal income taxation as it applies to individuals and sole proprietorships. This course will take a practical approach through preparation of individual tax returns including Schedules A, B, C, D. Mandatory decimal grading.

**When Typically Offered:** Winter

### ACCT 206 Computer Accounting

**Credits: 5**

An introduction to PC based computerized accounting using QuickBooks software designed for small business applications. Mandatory decimal grading.

**Prerequisite Required:** ACCT& 201 or instructor permission.

**When Typically Offered:** Summer

### ACCT 208 Not-for Profit and Governmental Accounting

**Credits: 5**

An introduction to accounting for not-for-profit organizations and state and local governments. Topics include general and special fund accounting for state and local governments, hospitals, charities, foundations, colleges and universities. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of ACCT& 201 and ACCT& 202.

**When Typically Offered:** Spring

### ACCT 271 Intermediate Accounting I

**Credits: 5**

Principles of financial reporting for enterprises. Standard-setting; FASB conceptual framework; presentation of income statement, balance sheet, and statement of cash flows; cash and cash equivalents; receivables; and inventory valuation. Mandatory decimal grading.

**Prerequisite Required:** ACCT& 202 or instructor permission.

**When Typically Offered:** Winter

### ACCT 272 Intermediate Accounting II

**Credits: 5**

Principles of financial reporting for enterprises. Tangible and intangible assets; depreciation, impairments, and disposition; current and long-term liabilities; contingencies; stockholders' equity; earnings per share. Mandatory decimal grading.

**Prerequisite Required:** ACCT 271 with a 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

### ACCT 273 Intermediate Accounting III

**Credits: 5**

Principles of financial reporting for enterprises. Investments; revenue recognition; taxes in financial statements; pensions; leases; statement of cash flows; legal and ethical considerations in disclosure. Mandatory decimal grading.

**Prerequisite Required:** ACCT 271 with a 2.0 or better, or instructor permission.

**When Typically Offered:** Summer

### ACCT 275 Accounting Information Systems

**Credits: 5**

Use of accounting systems to support business processes. Internal control, security, privacy, ethics; revenue and expense cycles; payroll, inventory, and fixed assets; source and output documents; systems planning. Mandatory decimal grading.

**Prerequisite Required:** ACCT& 201 and BUSTC 105, or instructor permission.

**When Typically Offered:** Winter

### ACCT 279 Federal Income Tax Corporation/Conduits

**Credits: 5**

Theory and practice of federal income taxation for C and S corporations, partnerships, and LLCs. Elements of exempt entities, trusts, estates, tax research and planning. Mandatory decimal grading.

**Prerequisite Required:** ACCT& 202 and ACCT 170, each with a 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

### ACCT 286 Auditing and Assurance

**Credits: 5**

Principles and practice of attest functions in the accounting profession. Generally accepted auditing standards; fraud and internal control; professional ethics and legal liability of auditors. Mandatory decimal grading.

**Prerequisite Required:** ACCT 271 with a 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

### ACCT 289 Cost Accounting

**Credits: 5**

Use of cost accounting in the controllership function. Cost

behavior, cost tracing & apportionment. Relevant costs, transfer pricing, inventory issues, management control, and information systems. Mandatory decimal grading.

**Prerequisite Required:** ACCT& 203 with a 2.0 or better, or instructor permission.

**When Typically Offered:** Summer

### **ACCT 291 Special Topics In Accounting**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in Accounting.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ACCT 292 Special Topics In Accounting**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Accounting.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ACCT 293 Special Topics In Accounting**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in Accounting.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ACCT 294 Special Topics In Accounting**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in Accounting.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ACCT 295 Special Topics In Accounting**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in Accounting.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ACCT 297 Individual Project In Accounting**

**Credits:** 1

Individual project in a specific area of accounting. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **ACCT 298 Individual Project In Accounting**

**Credits:** 2

Individual project in a specific area of accounting. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **ACCT 299 Individual Project In Accounting**

**Credits:** 3

Individual project in a specific area of accounting. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **ACCT& 201 Principles of Accounting I**

**Credits:** 5

Basic principles, theories and procedures for reporting business transactions; analysis and presentation of financial information, integrated with computer applications. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ACCT& 202 Principles of Accounting II**

**Credits:** 5

Accounting for short- and long-term assets and liabilities, corporations, statement of cash flows, financial statement analysis, and generally accepted accounting principles; integrated with computer applications. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of ACCT& 201.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ACCT& 203 Principles of Accounting III**

**Credits:** 5

An introduction to job-, process- and activity-based costing, capital budgets, standard costs, cost-volume-profit analysis, and analysis of accounting information for managerial decision-making; integrated with computer applications. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of ACCT& 201.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Adult Basic Education**

### **ABE 001 Basic Skills Orientation and Assessment**

**Credits:** 1

Students will learn about the ESL, ABE and GED programs and understand how to be successful in their classes. Students' basic skills will be assessed and students will be placed at their appropriate level. Mandatory P/NC grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABE 012 Reading and Writing 1**

**Credits:** 1-10

Students will read with understanding by locating the topic, main idea, and key details of texts and use strategies to find the meaning of unknown words. Students will use a writing process to draft and edit connected paragraphs with guidance from the instructor. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABE 013 ABE Math Skills for College and Career 1**

**Credits:** 1-10

Students will learn place value of whole numbers to understand

the composition of whole numbers. Students will learn how to add, subtract, multiply, and divide multi-digit whole numbers. Students will distinguish between perimeter and area. Students will apply geometric and operational skills to solve real-world, multi-step problems. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 022 Reading and Writing 2**

**Credits:** 1-10

**Variable Credit:** Yes

Students will read with understanding by locating important information in texts, use strategies to find the meaning of unknown words, and identify author's purpose. Students will write connected paragraphs and five-paragraph essays with guidance from instructor. Mandatory P/NC grading.

**Prerequisite Recommended:** Students will explore different topics through reading and writing, write paragraphs and short essays.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 023 ABE Math Skills for College and Career 2**

**Credits:** 1-10

Students will learn place value of decimal numbers and rounding with decimal numbers. Students will also learn standard algorithms to perform four basic operations with decimal numbers. Students will apply understanding of decimals to solve real-world problems. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 032 Reading and Writing 3**

**Credits:** 1-10

Students will read with understanding by locating the main idea and key details and identifying author's purpose. Students will write and edit persuasive and expository essays using a writing process. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 033 ABE Math for College and Career 3**

**Credits:** 1-10

Students will learn to identify and represent fractions. They will learn to perform all basic operations with fractions and whole numbers fluently. Students will also apply their knowledge of fractions to data, geometry, and real-world problems. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 042 Reading and Writing 4**

**Credits:** 1-10

Students develop reading comprehension skills by using a reading process and thinking strategies to understand and evaluate texts. Students will use a writing process to develop clear and coherent evidence-based essays. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 043 ABE Math Skills for College and Career 4**

**Credits:** 1-10

Students learn about ratios and proportional reasoning to describe, set up, and solve mathematical and real-world problems involving percents. Students also apply understanding of ratios and proportional reasoning to describe and solve problems involving scale drawings and similar figures. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 046 ESL Math Overview**

**Credits:** 5

ESL Math Overview introduces students to basic math terminology. Students also learn (or review) basic math skills within the context of improving life skills. Students improve their English skills as they work through basic number and word problems. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of Level 3 or placement into ESL Level 4 or above or by instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **ABE 052 Reading and Writing 5**

**Credits:** 1-10

Students learn reading and writing processes to transition to college. Students demonstrate understanding of the rhetorical situation of texts, analyze and evaluate arguments, and write 2-3-page argumentative, evidence-based essays. Students may earn HS+ credit. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 053 ABE Math Skills for College and Career 5**

**Credits:** 1-10

Students will perform operations with rational numbers and extend their understanding of rational numbers to real-world problems. Students will identify and simplify algebraic expressions involving polynomials, absolute value, and multiple variables. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 063 ABE Math Skills for College and Career 6**

**Credits: 1-10**

Students will understand, solve, and write one-variable equations and inequalities in mathematical and real-world contexts. Students will learn and apply the properties of exponents to simplify exponential expressions. Students will reason quantitatively to solve multi-step geometric problems. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 073 ABE Math Skills for College and Career 7**

**Credits: 1-10**

Students will learn to interpret, write, and graph linear functions. Students will model quantitative relationships using functions and draw conclusions based on functions. Students will learn to solve and analyze systems of equations. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABE 081 Special Topics In Adult Basic Education**

**Credits: 1**

Classes focus on specific issues and/or topics of interest in ABE.

## **ABE 082 Special Topics In Adult Basic Education**

**Credits: 2**

Classes focus on specific issues and/or topics of interest in ABE.

## **ABE 083 Special Topics In Adult Basic Education**

**Credits: 3**

Classes focus on specific issues and/or topics of interest in ABE.

## **ABE 084 Special Topics In Adult Basic Education**

**Credits: 4**

Classes focus on specific issues and/or topics of interest in ABE.

**When Typically Offered:** Fall

## **ABE 085 Special Topics In Adult Basic Education L1**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in ABE-L1.

## **ABE 097 Individual Projects In ABE**

**Credits: 1**

Individual project in a specific area of ABE. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Adult Basic Education - CEO**

### **ABECE 001 Basic Skills Orientation and Assessment - CEO**

**Credits: 1**

Students will learn about the ESL, ABE and GED programs and understand how to be successful in their classes. Students' basic skills will be assessed and students will be placed at their appropriate level. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 012 Reading and Writing 1**

**Credits: 1 - 10**

Students will read with understanding by locating the topic, main idea, and key details of texts and use strategies to find the meaning of unknown words. Students will use a writing process to draft and edit connected paragraphs with guidance from the instructor. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 013 ABE Math Skills for College and Career 1**

**Credits: 1 - 10**

This course is clustered in the ABE Math Foundations class. Students in this course will learn about whole numbers with an emphasis on word problems. This is the first course in the ABE Math Foundations class cluster. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline Community College ABE competency assessments.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 022 Reading and Writing 2**

**Credits: 1 - 10**

Students will read with understanding by locating important information in texts, use strategies to find the meaning of unknown words, and identify author's purpose. Students will write connected paragraphs and five-paragraph essays with guidance from instructor. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 023 ABE Math Skills for College and Career 2**

**Credits: 1 - 10**

This course is clustered in the ABE Math Foundations class. Students in this course will have demonstrated competency with



whole number skills. Students will learn about decimals with an emphasis on geometry. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to Shoreline Community College ABE competency assessments.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 032 Reading and Writing 3**

**Credits:** 1 - 10

Students will read with understanding by locating the main idea and key details and identifying author's purpose. Students will write and edit persuasive and expository essays using a writing process. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 033 ABE Math for College and Career 3**

**Credits:** 1 - 10

This course is clustered in the ABE Math Foundations class. Students in this course will have demonstrated competency with decimals. Students will learn about fractions with an emphasis on word problems.

**Prerequisite Required:** Appropriate placement according to Shoreline Community College ABE competency assessments.

**Instructor permission required:** Yes

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 042 Reading and Writing 4**

**Credits:** 1 - 10

Students develop reading comprehension skills by using a reading process and thinking strategies to understand and evaluate texts. Students will use a writing process to develop clear and coherent evidence-based essays. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**Instructor permission required:** Yes

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 043 ABE Math Skills for College and Career 4**

**Credits:** 1 - 10

This course is clustered in the ABE Math Foundations class. Students in this course will have demonstrated competency with whole numbers, decimals, and fractions. Students will learn about ratios, proportions, and percents with an emphasis on word problems. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to the Shoreline Community College ABE competency assessments.

**Instructor permission required:** Yes

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 046 ESL Math Overview**

**Credits:** 5

ESL Math Overview introduces students to basic math terminology. Students also learn (or review) basic math skills within the context of improving life skills. Students improve their

English skills as they work through basic number and word problems. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of Level 3 or placement into ESL Level 4 or above or by instructor permission.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

### **ABECE 052 Reading and Writing 5**

**Credits:** 1 - 10

Students learn reading and writing processes to transition to college. Students demonstrate understanding of the rhetorical situation of texts, analyze and evaluate arguments, and write 2-3 page argumentative, evidence-based essays. Students may earn HS+ credit. Mandatory P/NC grading

**Prerequisite Required:** Appropriate placement according to the Shoreline ABE placement tests.

**Instructor permission required:** Yes

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 053 ABE Math Skills for College and Career 5**

**Credits:** 1 - 10

This course is clustered in the ABE Math Foundations class and the ABE Math Transitions class. Students will have demonstrated competency with whole numbers, decimals, fractions, and proportions. Students will learn about integers, variables, and simplifying expressions. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to Shoreline Community College ABE competency assessments.

**Instructor permission required:** Yes

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 063 ABE Math Skills for College and Career 6**

**Credits:** 1 - 10

This course is clustered in the ABE MATH Transitions class. Students in this course will have demonstrated competency with pre-algebra skills. Students will learn to solve equations and inequalities with an emphasis on word problems. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to Shoreline Community College ABE competency assessments.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ABECE 073 ABE Math Skills for College and Career 7**

**Credits:** 1 - 10

This course is clustered in the ABE Math Transitions class. Students in this course will have demonstrated competency with pre-algebra skills. Students will learn to solve graph linear equations, solve systems of equations, and interpret functions. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement according to Shoreline Community College ABE competency assessments.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ABECE 083 Special Topics in Adult Basic Education**

**Credits: 1 - 3**

Classes focus on specific issues and/or topics of interest in ABE. Mandatory P/NC grading.

**Instructor permission required:** Yes.

## **American Ethnic Studies**

### **AES 106 Music In American Culture**

**Credits: 5**

Explore musical traditions from diverse American cultures through guided listening and analysis of songs, styles, genres and musicians, with emphasis on the role of race, class, gender and sexual-orientation. Dual listed as MUSC 106. Student option grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better is recommended (may be taken concurrently).

**When Typically Offered:** Fall, Spring

### **AES 119 Survey of American Indian Studies**

**Credits: 5**

This course examines issues in American Indian Studies including native cultures, theories of American Indian origins, demographics, the formation of American Indian stereotypes, the resistance of Native peoples to racism and oppression, and contemporary issues (music, literature, health, etc.) Student option grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better is recommended (may be taken concurrently).

**When Typically Offered:** Fall

### **AES 215 From Rhymes to Reason: the Culture of Hip Hop**

**Credits: 5**

This course examines the culture of hip hop from its South Bronx (NYC) beginnings in the early 1970's to its globalization. Students explore the musical, visual, spoken word and literary elements of hip hop. Topics include the role of race, class, gender, politics, appropriation and commodification. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AES 291 Special Topics In American Ethnic Studies**

**Credits: 1**

Classes focusing on specific issues and/or topics of interest in American Ethnic Studies. Student option grading.

### **AES 292 Special Topics In American Ethnic Studies**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in American Ethnic Studies. Student option grading.

## **AES 293 Special Topics In American Ethnic Studies**

**Credits: 3**

Classes focusing on specific issues and/or topics of interest in American Ethnic Studies. Student option grading.

### **AES 294 Special Topics In American Ethnic Studies**

**Credits: 4**

Classes focusing on specific issues and/or topics of interest in American Ethnic Studies. Student option grading.

### **AES 295 Special Topics In American Ethnic Studies**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in American Ethnic Studies. Student option grading.

### **AES 297 Individual Project In American Ethnic Studies**

**Credits: 1**

Individual project in a specific area of American Ethnic Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **AES 298 Individual Project In American Ethnic Studies**

**Credits: 2**

Individual project in a specific area of American Ethnic Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **AES 299 Individual Project In American Ethnic Studies**

**Credits: 3**

Individual project in a specific area of American Ethnic Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **American Sign Language**

### **ASL 297 Individual Project In American Sign Language**

**Credits: 1**

Individual project in a specific area of American Sign Language. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **ASL 298 Individual Project In American Sign Language**

**Credits: 2**

Individual project in a specific area of American Sign Language. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **ASL 299 Individual Project In American Sign Language**

**Credits: 3**

Individual project in a specific area of American Sign Language. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **ASL& 121 American Sign Language I**

**Credits: 5**

ASL is the study of the fundamentals of the language, visual/gestural communication, basic information related to deaf culture, expressive and receptive skills, and work on comprehension and grammatical structure. Student option grading.

**When Typically Offered:** Fall, Winter

## **ASL& 122 American Sign Language II**

**Credits: 5**

Continuation of ASL& 121 with increased development of communication strategies with emphasis on expanding vocabulary and grammatical understanding. Functional applications of the language and appreciation for the deaf culture and community. Student option grading.

**Prerequisite Required:** ASL& 121 or equivalent with instructor's permission.

**When Typically Offered:** Winter, Spring

## **ASL& 123 American Sign Language III**

**Credits: 5**

Use of ASL& 121 and ASL& 122 skills for ASL storytelling and expand linguistic-grammatical features into longer monologues with use of descriptive-locative classifiers. Continue exposure of deaf history, culture, community and ASL. Student option grading.

**Prerequisite Required:** ASL& 121 and ASL& 122 or equivalent with instructor's permission.

**When Typically Offered:** Spring

## **Anthropology**

### **ANTH 130 World Cultures**

**Credits: 5**

Exploration of cultural traditions of the world through the concepts of worldview and cultural relativism. Focus on what people think, do, and make in various cultures to examine practices and

systems in a comparative framework. Mandatory decimal grading.

**When Typically Offered:** Winter

### **ANTH 140 Applied Social and Cultural Change**

**Credits: 5**

Examines social and cultural change historically and comparatively via anthropological lens. Moves from theory to practice, empowering students to create effective and inspiring change projects. Explores change on individual and structural levels, achieving intrapersonal and interpersonal awareness by practicing life and humanization skills. Mandatory decimal grading.

**When Typically Offered:** Winter

### **ANTH 215 Intro to Medical Anthropology and Global Health**

**Credits: 5**

Examination of health, culture and medicine in the U.S. and abroad. Exploration of cross-cultural and biomedical perspectives on the human body, birth, death, suffering and healing. Emphasizes interrelationships of biological, political, economic and social factors on health and well-being. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 preferred.

**When Typically Offered:** Spring

### **ANTH 295 Special Topics In Anthropology**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Anthropology. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ANTH 297 Individual Project In Anthropology**

**Credits: 1**

Individual project in a specific area of Anthropology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience

### **ANTH 298 Individual Project In Anthropology**

**Credits: 2**

Individual project in a specific area of Anthropology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience

### **ANTH 299 Individual Project In Anthropology**

**Credits: 3**

Individual project in a specific area of Anthropology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience

### **ANTH& 100 Survey of Anthropology**

**Credits: 5**

An introduction to the four subfields of anthropology (archaeology, biological anthropology, linguistic anthropology and sociocultural

anthropology) with an emphasis on biological and cultural diversity in past and contemporary societies. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ANTH& 204 Archaeology**

**Credits:** 5

Introduction to the tools, principles, and methods of archaeology. Examination of the techniques of field excavation, dating of archaeological remains, reconstruction of human cultures of the past, and exploration of the archaeological record from the earliest human groups to contemporary digs. Mandatory decimal grading.

**When Typically Offered:** Winter

## **ANTH& 205 Biological Anthropology**

**Credits:** 5

The evolutionary biology of human beings is explored by examining the tenets of evolutionary theory, genetics, primate anatomy and behavior, the fossil record, and the range of biological diversity within and between contemporary human populations. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

## **ANTH& 206 Cultural Anthropology**

**Credits:** 5

Exploration of human cultural and social diversity in the U.S. and globally through cross-cultural comparisons of topics such as identity, kinship, power, economics, health, religion, art, food, and language. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

## **ANTH& 207 Linguistic Anthropology**

**Credits:** 5

The study of human and nonhuman primate communication. The study of human language and its sociocultural setting, relating the structure and history of language to human cognition and social behavior. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better is recommended (may be taken concurrently).

**When Typically Offered:** Winter

## **ANTH& 207W Linguistic Anthropology**

**Credits:** 5

The study of human and nonhuman primate communication. The study of human language and its sociocultural setting, relating the structure and history of language to human cognition and social behavior. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better is recommended (may be taken concurrently).

**When Typically Offered:** Winter

## **Art**

### **ART 109 Two-Dimensional Design**

**Credits:** 5

This is an introductory course in two-dimensional design. Students explore basic elements, principles and processes of two-

dimensional design. Design fundamentals are investigated and explored through lecture/demonstration, hands-on projects and class critiques/ discussion. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 110 Three-Dimensional Design**

**Credits:** 5

This is an introductory course in three-dimensional design. Students explore basic elements and principles through demonstrations and hands-on studio work. Projects emphasize problem-solving, concept development and creativity in the transformation of two-dimensional concepts into three-dimensional objects. Student option grading.

**Prerequisite Recommended:** Recommended: ART 109.

**When Typically Offered:** Fall, Winter, Spring

### **ART 121 Ceramic Art 1**

**Credits:** 5

This is an introductory course in the creation and appreciation of the ceramic vessel. Students learn basic hand-building, wheel-throwing and glazing processes as a foundation for further creative development. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 122 Ceramic Art 2**

**Credits:** 5

Students build upon skills learned in Ceramic Art 1 and continue their exploration of the processes, techniques and aesthetics of the ceramic vessel. The focus in the second quarter is on development of artistic direction, interests and point of view. Student option grading.

**Prerequisite Required:** ART 121 or equivalent with instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 123 Ceramic Art 3**

**Credits:** 5

Students further develop skills learned in Ceramic Art 1 and 2 and continue their exploration of the processes, techniques and aesthetics of the ceramic vessel. The focus in the third quarter is on continued development of artistic direction, interests and point of view. Student option grading.

**Prerequisite Required:** ART 122 or equivalent with instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 131 Drawing 1**

**Credits:** 5

This is an introductory course in drawing from observation. Students use a variety of media, including graphite, charcoal and ink, to draw from the still-life and the figure. Basic principles of composition are stressed. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 132 Drawing 2**

**Credits:** 5

Students continue to work from the still life and the figure in class

to build upon drawing skills and understandings acquired in Drawing 1. Additional projects emphasize individual exploration and problem-solving in the development of artistic direction, interests and point of view. Student option grading.

**Prerequisite Required:** ART 131 or equivalent with instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 133 Drawing 3**

**Credits:** 5

Students continue to work from the still life and the figure in class to further develop drawing skills acquired in Drawing 1 and 2. Additional projects emphasize further individual exploration and problem-solving. Student option grading.

**Prerequisite Required:** ART 132 or equivalent with instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 134 Drawing for Animation**

**Credits:** 5

Students focus on drawing in sequence to create two-dimensional animations. They explore full animation techniques, character animation and storyboard development. Animation drawing formats include zoetrope strips, flip books and paper cels. Student option grading.

**Prerequisite Required:** ART 131 or instructor permission by portfolio review.

**When Typically Offered:** Winter

### **ART 144 Beginning Photography**

**Credits:** 5

Introduction to photographic image creation and expression through traditional film and digital mediums. Composition, aesthetics, history, lighting, darkroom techniques and image editing tools for traditional film and digital mediums will be covered. Limited cameras available for short-term check out. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 145 Intermediate Photography**

**Credits:** 4

Students continue to work in both traditional film and digital mediums to build upon photographic skills and techniques acquired in Beginning Photography. The course emphasizes conceptual development, artistic direction, and personal expression in photography as an art form. Cameras available for short-term checkout. Student option grading.

**Prerequisite Required:** ART 144 with a 2.0/Pass or better, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **ART 146 Advanced Photography**

**Credits:** 4

Students continue to work in both traditional film and digital mediums to build upon photographic skills and techniques acquired in Intermediate and Beginning Photo. The course emphasizes further conceptual development, artistic direction, personal expression in photography as an art form. Limited

cameras available for check-out. Student option grading.

**Prerequisite Required:** ART 144 and ART 145, each with a 2.0/Pass or better, or instructor permission.

**When Typically Offered:** Fall

### **ART 234 History of Animation**

**Credits:** 5

This course explores the history and structure of animation. Students study the international development of animation from its origins to present as well as its basic principles, theories and practices. The rise of studio production is contrasted with the role of the independent artist/ animator. Student option grading.

**When Typically Offered:** Fall

### **ART 244 Studio/Lighting/Digital Imaging**

**Credits:** 4

Introduction to studio photography and studio lighting. Students learn the principles of light control, studio techniques, and post-processing for creative use in portrait, still life, and product photography. Students can work digitally or with traditional film/darkroom. Student option grading.

**Prerequisite Required:** ART 144 and ART 145 or instructor permission.

**When Typically Offered:** Winter

### **ART 246 Documentary Photography**

**Credits:** 4

This course presents theory and the philosophy of the photograph to interpret, comment on or record the events of humanity. Visual language of sequencing and structure are explored in digital and film. Limited cameras available for check-out. Student option grading.

**Prerequisite Required:** ART 144, ART 145, or instructor permission.

**When Typically Offered:** Spring

### **ART 251 Painting 1**

**Credits:** 5

This is an introductory course emphasizing color and composition in paint media (watercolor and acrylic or oil). Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 252 Painting 2**

**Credits:** 5

Students build upon skills learned in Painting 1, with emphasis on color, composition, and a deeper exploration of one paint media: acrylic, watercolor, or oil. The focus in the second quarter level is on developing students' artistic direction, interests, and point of view. Student option grading.

**Prerequisite Required:** ART 251 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ART 253 Painting 3**

**Credits:** 5

Students further develop skills learned in Painting 2, with emphasis on color and composition, and a deeper exploration of

one paint medium: acrylic, watercolor, or oil. The focus in the third quarter level is on further development of artistic direction, interests, and point of view. Student option grading.

**Prerequisite Required:** ART 252 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ART 254 Wood Art & Design**

**Credits:** 5

This is an introductory course in wood art and design. Explore creative problem-solving through various material techniques as they relate to fine art, design and furniture. Projects emphasize concept development, knowledge of woodworking tools and technical processes in the transformation of wood materials into three-dimensional objects. Student option grading.

**When Typically Offered:** Winter, Spring

## **ART 255 Glass Art and Design**

**Credits:** 5

This is an introductory course in glass art and design. Explore creative problem-solving through various tools and techniques as they relate to fine art and design in glass. Projects emphasize concept development, technical processes and personal research in the transformation of two-dimensional concepts into three-dimensional forms. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **ART 256 Fiber Art & Design**

**Credits:** 5

This is an introductory course in fiber art and textile design. Explore creative problem-solving through various tools and material techniques as they relate to fine art and design. Projects emphasize concept development, technical processes and personal research in the transformation of two-dimensional concepts into three-dimensional forms. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ART 260 Intermediate Studio Projects**

**Credits:** 5

Students who have completed a basic fine art studio course series work in collaboration with an instructor to build upon the skills and concepts of that specific studio art sequence and to develop individual artistic direction, interests and points of view.

Mandatory P/NC grading.

**Prerequisite Required:** ART 146, ART 133, ART 109, ART 110, ART 123, ART 253, or ART 271 or instructor permission.

**When Typically Offered:** Fall, Winter

## **ART 261 Printmaking 1**

**Credits:** 5

Survey of fine art printmaking including relief, planographic and intaglio printmaking with a focus on design, drawing, techniques and materials used in printmaking. Instruction through lectures, demonstrations, critiques and research. Students create prints in each media. Student option grading.

**When Typically Offered:** Fall, Winter

## **ART 262 Printmaking 2**

**Credits:** 5

Students build upon skills learned in Printmaking 1 with emphasis on further exploration in one or more media and the development of artistic direction, interests and point of view. Student option grading.

**Prerequisite Required:** ART 261 or instructor permission.

**When Typically Offered:** Winter

## **ART 271 Sculpture 1**

**Credits:** 5

This is an introductory course in the creation and appreciation of sculpture. Students explore basic sculptural processes, materials and tools as a foundation for creative problem-solving and sculptural expression. Typical materials include clay, plaster and wood. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **ART 272 Sculpture 2**

**Credits:** 5

Students build upon skills learned in Sculpture 1 and continue their exploration of sculptural processes, materials and tools. The focus in the second quarter level is on developing students' artistic direction, interests and point of view. Student option grading.

**Prerequisite Required:** ART 271 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **ART 273 Sculpture 3**

**Credits:** 5

Students further develop skills learned in Sculpture 1 and 2 and continue their exploration of sculptural processes, materials and tools. The focus in the third quarter level is on continued development of artistic direction, interests and point of view. Student option grading.

**Prerequisite Required:** ART 272 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **ART 290 AFA Portfolio**

**Credits:** 5

Students review and assess their artwork and artistic development to create and present a portfolio. Students will learn professional gallery and museum practices. The class is required for the AFA degree and is open to students preparing to transfer to art programs and/or further artistic and professional development. Student option grading.

**Prerequisite Required:** For AFA degree seekers, all required core and concentration art courses in AFA degree or equivalent; up to 5 credits of these required courses can be taken concurrently with ART 290.

**When Typically Offered:** Spring

## **ART 291 Special Topics In Art**

**Credits:** 1

Classes focus on specific issues and/or topics of interest in Art. Student option grading.

## **ART 292 Special Topics In Art**

**Credits: 2**

Classes focus on specific issues and/or topics of interest in Art.

**ART 293 Special Topics In Art****Credits: 3**

Classes focus on specific issues and/or topics of interest in Art.

**ART 294 Special Topics In Art****Credits: 4**

Classes focus on specific issues and/or topics of interest in Art.

**When Typically Offered:** Fall

**ART 295 Special Topics In Art****Credits: 5**

Classes focus on specific issues and/or topics of interest in Art. Student option grading.

**ART 297 Individual Project In Art****Credits: 1**

Individual project in a specific area of art. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Spring

**ART 298 Individual Project In Art****Credits: 2**

Individual project in a specific area of art. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

**ART 299 Individual Project In Art****Credits: 3**

Individual project in a specific area of art. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

**ART& 100 Art Appreciation: the World of Art****Credits: 5**

Students learn to analyze diverse forms of art from world cultures. Students explore the creative process, visual elements of art, and cultural/political contexts in which art is made. Course may include themes such as birth/death, public vs. private art, the human form, etc. This course is for non-majors. Mandatory decimal grading.

**Prerequisite Required:** ENGL 099 or equivalent.

**When Typically Offered:** Fall, Winter

**Art History****ARTH 204 Survey of Asian Art****Credits: 5**

Students are introduced to the art and architecture of India, China, Korea and Japan. This course gives an overview of Asian art with a concentration on individual nations/cultures, specific period styles and representative artists. Student option grading. **Prerequisite Required:** ENGL 099 with a 2.0 or better (may be taken concurrently), or instructor permission.

**When Typically Offered:** Spring

**ARTH 210 Japanese Art History****Credits: 5**

This course offers a comprehensive study into the art, architecture and crafts of Japan. Art and artists of Japan are examined as well as the religion, politics, and economics that shaped their cultural eras. Student option grading.

**Prerequisite Required:** Completion of ENGL 099, placement in ENGL& 101 or instructor permission.

**When Typically Offered:** Winter

**ARTH 224 Survey of Western Art: Ancient****Credits: 5**

Students study and analyze Western art and architecture from prehistory through the Greco/Roman eras and the early Christian periods. This course addresses how art forms have been influenced by significant events, beliefs, and customs. Student option grading.

**When Typically Offered:** Fall

**ARTH 225 Survey of Art: Renaissance - 19th ct****Credits: 5**

Students study Western art and architecture from the Renaissance to the 19th century. Major artists and works of art are introduced. This course addresses how art forms have been influenced by significant events, technological discoveries and non-western cultures. Student option grading.

**When Typically Offered:** Fall, Winter

**ARTH 226 Survey of Western Art: Modern/Postmodern****Credits: 5**

Students study and analyze Western art and architecture from the late 19th century to Postmodernism. Works of major artists and movements are introduced. This course addresses how art forms have been influenced by significant events, technological discoveries, and non-western cultures. Student option grading.

**When Typically Offered:** Spring

**ARTH 292 Special Topics In Art History****Credits: 2**

Classes focus on specific issues and/or topics of interest in Art History.

**ARTH 293 Special Topics In Art History****Credits: 3**

Classes focus on specific issues and/or topics of interest in Art History.

## **ARTH 295 Special Topics In Art History**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in Art History. Student option grading.

## **ARTH 297 Individual Project In Art History**

**Credits: 1**

Individual project in a specific area of art history. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Spring

## **ARTH 298 Individual Project In Art History**

**Credits: 2**

Individual project in a specific area of art history. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **ARTH 299 Individual Project In Art History**

**Credits: 3**

Individual project in a specific area of art history. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **Astronomy**

### **ASTR 297 Individual Project In Astronomy**

**Credits: 1**

Individual project in a specific area of ASTR. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **ASTR 298 Individual Project In Astronomy**

**Credits: 2**

Individual project in a specific area of ASTR. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **ASTR 299 Individual Project In Astronomy**

**Credits: 3**

Individual project in a specific area of ASTR. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **ASTR& 101 Introduction to Astronomy**

**Credits: 5**

A one-quarter survey course in astronomy, intended for non-science majors. Studies such topics as: the solar system, stellar

evolution, galaxies and cosmology. Student option grading.

**Prerequisite Required:** MATH 099.

**When Typically Offered:** Fall, Winter, Spring

## **Automotive Technology**

### **AUTOT 101 Introduction to Automotive**

**Credits: 3**

For students interested in the automobile from a business, technical, and/or consumer perspective. Subjects covered include automotive career exploration, consumer information, minor maintenance & safety inspection, and an introduction to technical systems. Also automotive history and current social issues associated with the automobile. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL 099

**When Typically Offered:** Fall, Winter

### **AUTOT 103 Introduction to Battery Technology**

**Credits: 5**

This is an introductory course covering battery fundamentals, theory, and applications. Students will develop a fundamental understanding of basic electrical (voltage, amperes, ohms, DC-AC, and wave-forms). They will develop knowledge of high voltage safety and precautions., and applications of batteries in automotive and clean energy. Dual listed as NRG 103. Mandatory decimal grading.

**When Typically Offered:** Winter, Spring

### **AUTOT 110 Introduction to Shop Procedures and Safety**

**Credits: 4**

This course introduces the career of auto service technology and its many career ladders. Also, students will learn basic shop safety, and use and care of auto shop tools. Intended primarily for ESL students. Mandatory decimal grading.

**Prerequisite Required:** CASAS score of 220 or higher and ESLAB 040.

**When Typically Offered:** Winter

### **AUTOT 111 Electrical Systems**

**Credits: 8**

The fundamental principles of electricity and solutions for electrical problems in autos using Ohm's law. Diagnosis and service for basic auto electrical issues. Intended primarily for ESL students. Mandatory decimal grading.

**Prerequisite Required:** CASAS score of 220 or higher and ESLAB 040.

**When Typically Offered:** Winter

### **AUTOT 112 Automotive Engines**

**Credits: 4**

This course covers the following skill areas: engine repair including components, design, construction and theory of the internal combustion engine. Intended primarily for ESL students. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 110 Introduction to Shop Procedures and Safety.



## **AUTOT 113 Steering and Suspension Systems**

### **Credits: 8**

This course is designed for students entering the automotive service field and covers diagnosis, repair and alignment of 2-, 4-, and all-wheel drive systems. Intended primarily for ESL students. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 110 Introduction to Shop Procedures and Safety.

## **AUTOT 114 Brakes**

### **Credits: 6**

This course is designed for students entering the automotive service field and covers the following skill areas: inspection, diagnosis, and repair of conventional and ABS braking systems. Intended primarily for ESL students. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 110 Introduction to Shop Procedures and Safety.

## **AUTOT 115 Drive Train**

### **Credits: 4**

This course is designed for students entering the automotive service field and covers the following skill areas: basic service of manual and automatic transmissions and transaxles. Intended primarily for ESL students. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 110 Introduction to Shop Procedures and Safety.

## **AUTOT 116 Heating and Air Conditioning Systems**

### **Credits: 2**

This course is designed for students entering the automotive service field and covers the diagnosis and service of automotive heating and air conditioning systems. Intended primarily for ESL students. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 110 Introduction to Shop Procedures and Safety.

## **AUTOT 121 General Service Technician I**

### **Credits: 18**

For entry-level automotive students. Course provides introduction to fundamentals, maintenance and inspection of the following automotive systems: Engine Design & Performance, Lubrication & Cooling, Electrical, and Air Conditioning. Integrates basic education skills, career exploration, and employability skills development (IBEST). Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Spring

## **AUTOT 122 General Service Technician II**

### **Credits: 18**

For entry-level automotive students. Course provides introduction to the fundamentals, maintenance, and inspection of the following automotive systems: Brakes, Steering, Suspension, Axle, Differential, Manual and Automatic Transmission, and 4-wheel drive. Integrates basic education skills and employability skill development (IBEST). Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Winter

## **AUTOT 123 Automotive Service Technician 1**

### **Credits: 17**

This course is part of the AST A.A.A.S. Degree Program. It will provide diagnostic and repair experience in the following automotive systems: Brakes; Steering and Suspension; Electrical Systems; Heating and Air Conditioning. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 121 and AUTOT 122 each with minimum grade of 2.0.

**Instructor permission required:** Yes

**When Typically Offered:** Summer, Spring

## **AUTOT 124 Automotive Service Technician 2**

### **Credits: 17**

This course is part of the AST A.A.A.S. Degree Program. It will provide diagnostic and repair experience in the following automotive systems: Engine Repair, Engine Performance, Manual Drivetrains and Axles, and Automatic Transmissions. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 123 and AUTOT 191 each with minimum grade of 2.0.

**When Typically Offered:** Fall, Winter

## **AUTOT 130 Toyota Professional Certification**

### **Credits: 12**

Professional Certification course for Toyota and/or Lexus Dealership Technicians. Content covers eight (8) of the courses required to be a Toyota Certified Technician or a Lexus Senior Technician. Focus is on components, operation, and the 6-step diagnostic process for Toyota and Lexus vehicle systems. Mandatory P/NC grading.

**Prerequisite Required:** 1. Journeyman Technician with 2 years work experience in a new car dealership or Journeyman Technician with 4 years experience in an automotive aftermarket repair facility; 2. ASE Certifications in at least 2 areas (A1-A8); 3. Current employment at a Toyota or Lexus Dealership.

**When Typically Offered:** Winter, Spring

## **AUTOT 131 Toyota Professional Certification (A)**

### **Credits: 6**

Professional Certification course for Toyota and/or Lexus Dealership Technicians. Content covers eight (8) of the courses required to be a Toyota Certified Technician or a Lexus Senior Technician. Focus on components, operation, and the 6-step diagnostic process for Toyota/ Lexus vehicle systems. Mandatory P/NC grading.

**Prerequisite Required:** 1. Journeyman Technician with 2 years work experience in a new car dealership or Journeyman Technician with 4 years experience in an automotive aftermarket repair facility; 2. ASE Certification in at least 2 areas (A1-A8); 3. Current employment at a Toyota or Lexus Dealership.

**When Typically Offered:** Winter, Spring

## **AUTOT 132 Toyota Professional Certification (B)**

### **Credits: 6**

Professional Certification course for Toyota and/or Lexus Dealership Technicians. Content covers eight (8) of the courses required to be a Toyota Certified Technician or a Lexus Senior Technician. Focus on components, operation, and the 6-step diagnostic process for Toyota/Lexus vehicle systems. Mandatory P/NC grading.

**Prerequisite Required:** 1. Journeyman Technician with 2 years work experience in a new car dealership or Journeyman Technician with 4 years experience in an automotive aftermarket repair facility; 2. ASE Certification in at least 2 areas (A1-A8); 3. Current employment at a Toyota or Lexus Dealership.

**When Typically Offered:** Spring

## **AUTOT 141 Tesla START I**

### **Credits: 7.5**

Tesla START (lecture/lab experience) prepares students to participate in Tesla's mission to accelerate the world's transition to sustainable energy as electric vehicle service technicians. Students will be trained to provide a revolutionary service experience by learning to assist owners with their vehicle service needs. Student option grading.

**Prerequisite Required:** This course is open only to students who have been accepted into the Tesla START program.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **AUTOT 142 Tesla START II**

### **Credits: 10**

Tesla START (field-based experience) prepares students to participate in Tesla's mission to accelerate the world's transition to sustainable energy as Tesla vehicle service technicians. Students will be trained to provide a revolutionary service experience by learning to assist owners with their vehicle service needs. Mandatory P/NC grading.

**Prerequisite Required:** This course is open only to students who have been accepted into the Tesla START program.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **AUTOT 151 Auto Brakes, Suspension, Transmission Rear Axles**

### **Credits: 20**

This three week course will cover the fundamental operations of General Motors automatic transmissions, overhaul repair techniques and diagnostic procedures for the following transmissions, TH 350, TH 400, 125C, 200, 180C, and Torque Converter Clutch Diagnosis. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Winter

## **AUTOT 152 Engine Repair, Heating and Air Conditioning**

### **Credits: 20**

Engine operation and design with diagnosis and repair emphasis.

Course also covers principles of refrigeration and air conditioning, heating systems and air distribution. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Spring

## **AUTOT 156 Fundamental Automotive Electricity**

### **Credits: 5**

An introductory class in the fundamentals of automotive electrical systems. Voltage, current & resistance theory, proper use of digital volt-ohm meters, electrical wiring diagrams and hands-on skills. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 160 Fundamentals of Automotive Service Training**

### **Credits: 9**

This course introduces students to the automotive industry and presents an overview of systems. Also includes new model/product information, customer satisfaction index (CSI), safety, basic servicing, shop practices, and new/used vehicle inspection. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter

## **AUTOT 161 Engine Repair**

### **Credits: 9**

The components, design, construction, and operation of the internal combustion engine/powerplant will be studied. Engine removal, disassembly, inspection, measurement, repair, and reassembly are covered. Engine diagnostics and testing are performed. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 162 Specialized Electronics Training**

### **Credits: 9**

For electrical specialists. Course builds from the electrical principles and concepts through automotive semi-conductors to microprocessors. The use of electrical measurement devices and wire repairing; on-bench and on-car exercises. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall

## **AUTOT 163 Brakes and Suspension**

### **Credits: 9**

Brake theory, inspection, diagnosis, repair and adjustment of disc/drum type systems; including hydraulic, power assist, and parking break systems. Theory, service, and diagnosis of anti-lock systems. Steering, suspension, and wheel alignment includes diagnosis, inspection, repair, and maintenance. Also, tire service and wheel balance. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter

## **AUTOT 164 Manual Gear Trains and Transaxles**

**Credits: 9**

The design, construction, and operation of front, rear, and all-wheel drive systems. Gear train diagnosis, removal, disassembly, inspection, measurement, repair, reassembly, and installation; includes drive axle, hubs, and transfer case service. The use and application of diagnostic equipment will be covered. Mandatory decimal grading.

**Instructor permission required:** Yes.

**AUTOT 165 Engine Management and Emissions Systems****Credits: 9**

Theory, diagnostic testing and repair of ignition, fuel injection, air induction, sensors, actuators, on-board diagnostics, and emission systems. Students learn to use electronic analyzers and diagnostic scanners. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter

**AUTOT 166 Electrical Systems****Credits: 9**

Theory, diagnosis, testing, repairing or replacing automotive electrical system components. Multiplexed and microprocessor-controlled systems included. Emphasis on reading wiring diagrams and using electrical measuring devices and scan tools. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Winter

**AUTOT 167 Automatic Transmissions/Transaxles****Credits: 9**

Transmission/transaxle mechanical, hydraulic, and electrical operation. Service, overhaul, mechanical/electrical diagnosis procedures will be covered. Use and application of diagnostic equipment. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Spring

**AUTOT 168 Heating and Air Conditioning****Credits: 9**

Theory, operation, diagnosis, and service practices of manual & automatic heating, ventilation and air conditioning systems. Identification, recovery, recycling, and recharging of R12 and R134. Heating, ventilation, air condition (HVAC) controls and diagnosis. Use/ application of diagnostic equipment. Recovery certification will be offered. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer

**AUTOT 170C Fundamentals of FCA Auto Service Training****Credits: 3**

This course introduces students to the automotive repair industry. Includes new model product information, customer satisfaction index (CSI), safety, proper tool usage, basic servicing, shop practices, and vehicle inspection. Minimum 2.0 required.

Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

**AUTOT 170G Fundamentals of GM Auto Service Training****Credits: 8**

Introduction to the automotive repair industry. Includes GM new model product information, customer satisfaction index (CSI), safety, proper tool usage, basic servicing, shop practices, and vehicle inspection. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

**AUTOT 170H Fundamentals of Honda Auto Service Training****Credits: 8**

This course introduces students to the automotive repair industry.. Includes new model product information, customer satisfaction index (CSI), safety, proper tool usage, basic servicing, shop practices, and vehicle inspection. Minimum 2.0 required to earn course credit Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

**AUTOT 171C M-CAP Engine Repair****Credits: 8**

The class covers the components, design, construction and operation of the internal combustion engine/powerplant. Engine removal, disassembly, inspection, measurement, repair, and reassembly are covered. Engine diagnostics and testing are performed. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

**AUTOT 171G General Motors Engine Repair****Credits: 8**

The components, design, construction and operation of the internal combustion engine/powerplant will be studied. Engine removal, disassembly, inspection, measurement, repair, and reassembly are covered. Engine diagnostics and testing are performed. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

**AUTOT 171H Honda Engine Repair****Credits: 8**

The components, design, construction and operation of the internal combustion engine/powerplant will be studied. Engine removal, disassembly, inspection, measurement, repair, and reassembly are covered. Engine diagnostics and testing are performed. Minimum 2.0 required to earn course credit. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 172C M-CAP Brake Systems**

**Credits:** 8

The class covers brake theory, inspection, diagnosis, repair and adjustment of disc/drum type systems; including hydraulic, power assist, and parking brake systems. Theory, service, and diagnosis of anti-lock systems. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 172G GM Brake Systems**

**Credits:** 8

Brake theory, inspection, diagnosis, repair and adjustment of disc/drum type systems, including hydraulic, power assist, and parking brake systems. Theory, service, and diagnosis of anti-lock systems. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 172H Honda Brake Systems**

**Credits:** 8

Brake theory, inspection, diagnosis, repair, and adjustment of disc/drum type brake systems; including hydraulic, power assist, and parking break systems. Theory, service, and diagnosis of anti-lock systems. Minimum 2.0 required to earn course credit. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 173C M-CAP Steering & Suspension Systems**

**Credits:** 8

The class covers steering, suspension, and wheel alignment including diagnosis, inspection, repair and maintenance. Also, tire service and wheel balance. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 173G GM Steering & Suspension Systems**

**Credits:** 8

Steering, suspension, and wheel alignment includes diagnosis, inspection, repair and maintenance. Also, tire service and wheel balance. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 173H Honda Steering and Suspension Systems**

**Credits:** 8

Steering, suspension, tire service, wheel balance, and wheel alignment theories and service practices including diagnosis, inspection, repair and maintenance. Minimum 2.0 required to earn course credit. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 174C M-CAP Gear Trains and Transaxles**

**Credits:** 8

The class covers the design, construction, and operation of front, rear, and all-wheel drive systems. Gear train diagnosis, removal, disassembly, inspection, measurement, repair, reassembly, and installation; includes drive axle, hubs, and transfer case service. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 174G GM Manual Gear Trains and Transaxles**

**Credits:** 8

The design, construction, and operation of front, rear, and all-wheel drive systems. Gear train diagnosis, removal, disassembly, inspection, measurement, repair, reassembly, and installation; includes drive axle, hubs, and transfer case service. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 174H Honda Manual Gear Trains and Transaxles**

**Credits:** 8

The design, construction, and operation of front, rear, and all-wheel drive systems. Gear train diagnosis, removal, disassembly, inspection, measurement, repair, reassembly, and installation; includes drive axle, hubs, and transfer case service. Minimum 2.0 required to earn course credit. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **AUTOT 175C M-CAP Engine Management and Emissions Systems**

**Credits:** 8

The class covers theory, diagnostic testing and repair of ignition, fuel injection, air induction, sensors, actuators, on-board diagnostics, and emission systems. Students learn to use electronic analyzers and diagnostic scanners. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 175G GM Engine Management and Emissions Systems**

### **Credits: 8**

Theory, diagnostic testing and repair of ignition, fuel injection, air induction, sensors, actuators, on-board diagnostics, and emission systems. Students learn to use electronic analyzers and diagnostic scanners. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 175H Honda Engine Management and Emissions Systems**

### **Credits: 8**

Theory, diagnostic testing and repair of ignition, fuel injection, air induction, sensors, actuators, on-board diagnostics, and emission systems. Students learn to use electronic analyzers and diagnostic scanners. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 176C M-CAP Electrical Systems**

### **Credits: 9**

The class covers theory, diagnosis, testing, repairing or replacing automotive electrical systems. Multiplexed and microprocessor-controlled systems included. Emphasis on reading wiring diagrams and using electrical measuring devices and scan tools. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 176G GM Electrical Systems**

### **Credits: 12**

Theory, diagnosis, testing, repairing or replacing automotive electrical system components. Multiplexed and microprocessor-controlled systems included. Emphasis on reading wiring diagrams and using electrical measuring devices and scan tools. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 176H Honda Electrical Systems**

### **Credits: 12**

Theory, diagnosis, testing, repairing or replacing automotive electrical system components. Multiplexed and microprocessor-controlled systems included. Emphasis on reading wiring diagrams and using electrical measuring devices and scan tools. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credits.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 177C M-CAP Automatic Transmissions/Transaxles**

### **Credits: 8**

The class covers transmission/transaxle mechanical, hydraulic, and electrical operation. Service, overhaul, mechanical/electrical diagnosis procedures will be covered. Use and application of diagnostic equipment. Minimum 2.0 required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 177G GM Automatic Transmissions/Transaxles**

### **Credits: 8**

Transmission/transaxle mechanical, hydraulic, and electrical operation. Service, overhaul, mechanical/electrical diagnosis procedures will be covered. Use and application of diagnostic equipment. Minimum 2.0 required to earn course credit. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 177H Honda Automatic Transmissions/Transaxles**

### **Credits: 8**

Transmission/transaxle mechanical, hydraulic, and electrical operation. Service, overhaul, mechanical/electrical diagnosis procedures will be covered. Use and application of diagnostic equipment. Minimum 2.0 required to earn course credit. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 178C M-CAP Heating and Air Conditioning**

### **Credits: 6**

The class covers theory, operation, diagnosis, and service practices of automotive heating, ventilation and air conditioning systems. Identification, recovery, recycling, and recharging of R134A systems. Heating, ventilation, air conditioning (HVAC) controls and diagnosis. Use/application of diagnostic equipment. Minimum 2.0 grade required. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 178G GM Heating and Air Conditioning**

### **Credits: 6**

Theory, operation, diagnosis, and service practices of automotive heating, ventilation and air conditioning systems. Identification, recovery, recycling, and recharging of R134A systems. Heating, ventilation, air conditioning (HVAC) controls and diagnosis. Use/application of diagnostic equipment. Mandatory decimal grading.

**Prerequisite Required:** Minimum 2.0 required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 178H Honda Heating and Air Conditioning**

### **Credits: 6**

Theory, operation, diagnosis, and service practices of automotive heating, ventilation and air conditioning systems. Identification, recovery, recycling, and recharging of R134A systems. Heating, ventilation, air conditioning (HVAC) controls and diagnosis. Use/application of diagnostic equipment. Mandatory decimal grading.

**Prerequisite Recommended:** Minimum 2.0 grade required to earn course credit.

**Prerequisite Required:** Minimum 2.0 grade required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 180T Fundamentals of Auto Service Training**

### **Credits: 6**

This course introduces students to the automotive industry and presents an overview of vehicle and dealership systems. Includes new model product information, customer satisfaction index (CSI), safety, basic servicing, shop practices, and new/used vehicle inspection. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall

## **AUTOT 181T Engine Repair**

### **Credits: 7**

Engine Mechanical system components, design, construction, and operation of the internal combustion engine. Includes engine removal, disassembly, inspection, measurement, repair and reassembly. Engine diagnostics and testing are performed. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 186T with a 2.0 or higher.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 183T Brakes and Suspension**

### **Credits: 16**

Brake theory, inspection, diagnosis, repair and adjustment of disc/ drum type systems. Includes hydraulic, power assist, parking and anti-lock systems (ABS). Steering and suspension systems inspection, maintenance, diagnosis, and repair. Includes wheel balance and alignment. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 186T with a 2.0 or higher.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer

## **AUTOT 184T Manual Gear Trains and Transaxles**

### **Credits: 6**

Manual transmission design, construction, operation, inspection, maintenance, diagnosis and repair on front, rear and all-wheel drive systems. Includes drive axles, differentials, hubs, transfer case service, and overhaul procedures. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 186T with a 2.0 or higher.

**Instructor permission required:** Yes.

**When Typically Offered:** Winter

## **AUTOT 185T Engine Control Systems**

### **Credits: 12**

Engine control systems theory, design, inspection, testing, diagnosis, and repair. Systems include ignition, fuel injection, air induction, engine control sensors, and engine control actuators. Emphasis is on using the correct diagnostic tools and procedures. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 186T with a 2.0 or higher.

**Instructor permission required:** Yes.

**When Typically Offered:** Spring

## **AUTOT 186T Electrical Systems**

### **Credits: 16**

Automotive electrical systems theory, construction, components, testing, diagnosis, and repair. Includes non-multiplexed, multiplexed, and microprocessor-controlled systems. Emphasis is on reading wiring diagrams and using electrical diagnostic tools and scan tools. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall

## **AUTOT 187T Automatic Transmissions/Transaxles**

### **Credits: 9**

Automatic transmission/transaxle theory, operation, inspection, testing, diagnosis, and repair of mechanical, hydraulic and electrical systems. Includes remove and reinstall. Emphasis on using the proper diagnostic procedures and tools to diagnose faults in the system. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 186T with a 2.0 or higher.

**Instructor permission required:** Yes.

**When Typically Offered:** Winter

## **AUTOT 188T Heating and Air Conditioning**

### **Credits: 6**

Heating, ventilation and air conditioning (HVAC) system theory, operation, testing, diagnosis, and proper service practices. Includes identification, recovery, recycling, and recharging automotive HVAC systems. Emphasis is on using proper diagnostic procedures and tools. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 186T with a 2.0 or higher.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer

## **AUTOT 189T Engine Emission Management Systems**

### **Credits: 6**

Engine emission management systems theory, components, testing, diagnosis, and repair. Emphasis is on using scan tools to interface with vehicle on-board diagnosis (OBD-II) to diagnose faults in the emission control systems. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 185T with a 2.0 or higher.

**Instructor permission required:** Yes.

**When Typically Offered:** Winter

## **AUTOT 190 General Service Technician Internship**

**Credits:** 9

Student will interview with employers to obtain an internship or employment experience at an automotive (or related industry) business. Skills learned in the General Service Technician program will be applied and evaluated at the job site. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 121 and AUTOT 122, basic automotive tool set.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 191 Automotive Service Technician Internship 1**

**Credits:** 8

Cooperative internship requires employment in an automotive business where students will practice skills learned in AUTOT 123; includes 2-3 on-site visits with student performance evaluations.

**Prerequisite Required:** AUTOT 123 completed with a 2.0 or higher.

## **AUTOT 192 Automotive Service Technician Internship 2**

**Credits:** 8

Cooperative internship requires employment in an automotive business where students will practice skills learned in AUTOT 124; including on-site visits with student for performance evaluations 2-3 times per quarter.

**Prerequisite Required:** AUTOT 124 completed with a 2.0 or higher.

## **AUTOT 270 Fundamentals of Automotive Applied Learning**

**Credits:** 8

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. Skills learned in the prerequisite class will be applied, and expanded upon both on the job and in the classroom. Mandatory decimal grading.

**Prerequisite Required:** Employment in a sponsoring Honda or Acura dealership required. Minimum 2.0 grade required to earn course credit.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 271C Applied Learning Engine Mechanical**

**Credits:** 6

This course reinforces the MOPAR Engine Mechanical System theories and practical application learned in the MOPAR CAP Program. Minimum 2.0 grade is required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler,

Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 271G Applied Learning GM Engine Mechanical**

**Credits:** 6

After completing this course the student will be able to diagnose, service and repair automotive electrical systems utilizing manufacturer specified procedures. Mandatory decimal grading.

**Prerequisite Required:** Completion of AUTOT 171G with a 2.0 or higher. Employment in a sponsoring General Motors dealership or AC Delco approved repair facility.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 271H Applied Learning Engine Mechanical**

**Credits:** 6

This course expands upon, and reinforces the Honda Engine repair skills and theories learned in the Honda PACT Program. Students apply skills learned in field exercises. Minimum 2.0 grade required to earn course credit. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of AUTOT 171H (2.0 or higher). Employment in a sponsoring Honda/Acura dealership is required.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 272C Applied Learning Brake Systems**

**Credits:** 6

This course reinforces the MOPAR Brakes System theories and practical application learned in the MOPAR CAP Program. Minimum 2.0 grade required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler, Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 272G Applied Learning GM Brake Systems**

**Credits:** 6

This course reinforces the GM Brakes System theories and practical application learned in the GM ASEP Program. Demonstrate competency in applied learning activities. A minimum 2.0 grade is required to earn course credit. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 172G with a 2.0 or higher.

Employment in a sponsoring General Motors dealership or AC Delco approved repair facility required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 272H Applied Learning Brake Systems**

**Credits:** 6

This course reinforces the Honda Brakes System theories and practical application learned in the Honda PACT Program. Students will demonstrate competency in applied learning

activities. A minimum 2.0 grade is required to earn course credit. Mandatory decimal grading.

**Prerequisite Required:** Employment by a Honda/Acura dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 273C Applied Learning Steering & Suspension Systems**

**Credits:** 6

This course reinforces the MOPAR Steering & Suspension theories and practical application learned in the FCA Mopar CAP Program. Minimum 2.0 grade is required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler, Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 273G Applied Learning Steering & Suspension Systems**

**Credits:** 6

This course reinforces the GM Steering & Suspension theories and practical application learned in the GM ASEP Program.

Demonstrate competency in applied learning activities. A minimum 2.0 grade is required to earn course credit. Mandatory decimal grading.

**Prerequisite Required:** Completion of AUTOT 173G with a 2.0 or higher. Employment in a sponsoring General Motors dealership or AC Delco approved repair facility required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 273H Applied Learning Steering & Suspension Systems**

**Credits:** 6

This course reinforces the Honda Steering & Suspension theories and practical application learned in the Honda PACT Program.

Students will demonstrate competency in applied learning activities. A minimum 2.0 grade is required to earn course credit. Mandatory decimal grading.

**Prerequisite Required:** Employment by a Honda/Acura dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 274C Applied Learning Manual Transmissions/Transaxles**

**Credits:** 6

Students will participate in a variety of online activities to support their understanding and application of vehicle repairs related to manual transmissions/transaxles. Minimum 2.0 required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler, Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 274G Applied Learning GM Manual Drivetrain Systems**

**Credits:** 6

Participate in a variety of online activities to support their understanding and application of vehicle repairs related to the GM manual drivetrains and related systems. Mandatory decimal grading.

**Prerequisite Required:** Completion of AUTOT 174G with a 2.0 or higher. Employment in a sponsoring General Motors dealership or AC Delco approved repair facility required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 274H Applied Learning Transmissions/Transaxles**

**Credits:** 6

Students will participate in a variety of online activities to support their understanding and application of vehicle repairs related to the manual and automatic transmissions/transaxles. Minimum 2.0 grade required to earn course credit. Mandatory decimal grading.

**Prerequisite Required:** Employment by a Honda/Acura dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 275C Applied Learning Engine Performance**

**Credits:** 6

This course reinforces the MOPAR Engine Performance System theories and practical application learned in the MOPAR CAP Program. A minimum 2.0 required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler, Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 275G Applied Learning GM Engine Performance**

**Credits:** 6

After completing this course the student will demonstrate the ability to work as an entry level technician in a new car dealership service department as an integral part of the service department team. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of AUTOT 175G with a 2.0 or higher.. Employment in a sponsoring General Motors dealership or AC Delco approved repair facility required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 275H Applied Learning Engine Performance**

**Credits:** 6

This course expands upon, and reinforces the Honda Engine Management and Emission Systems skills and theories learned in the Honda PACT Program. Students apply skills learned in field exercises. Minimum 2.0 grade required to earn course credit.



Mandatory decimal grading.

**Prerequisite Required:** Successful completion of AUTOT 175H (2.0 or higher). Employment in a sponsoring Honda/Acura dealership is required.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 276 Electrical Systems Practicum**

**Credits:** 8

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. Skills learned in the prerequisite class will be applied, and expanded upon both on the job and in the classroom. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of AUTOT 176H (2.0 or higher).

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 276C Applied Learning Electrical Systems**

**Credits:** 6

This course reinforces the MOPAR Electrical System theories and practical application learned in the MOPAR CAP Program.

Minimum 2.0 required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler, Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 276G Applied Learning GM Electrical Systems**

**Credits:** 6

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. Skills learned in the prerequisite class will be applied, and expanded upon both on the job and in the classroom. Mandatory decimal grading.

**Prerequisite Required:** Completion of AUTOT 176G with a 2.0 or higher. Employment in a sponsoring General Motors dealership or AC Delco approved repair facility required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 276H Applied Learning Electrical Systems**

**Credits:** 6

This course expands upon, and reinforces the Honda Electrical Systems skills and theories learned in the Honda PACT Program. Students apply skills learned in field exercises. Minimum 2.0 grade to receive course credit. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 176H (2.0 or higher).

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 277C Applied Learning Auto Transmissions**

**Credits:** 6

Students will participate in a variety of online activities to support their understanding and application of vehicle repairs related to

automatic transmissions/transaxles. Minimum 2.0 required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler, Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 277G Applied Learning Transmissions/Transaxles**

**Credits:** 6

Participate in a variety of online activities to support their understanding and application of vehicle repairs related to the automatic transmissions/transaxles. Mandatory decimal grading.

**Prerequisite Required:** Completion of AUTOT 177G with a 2.0 or higher. Employment in a sponsoring General Motors dealership or AC Delco approved repair facility is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 278C Applied Learning Heating and Air Conditioning**

**Credits:** 6

This course reinforces the MOPAR Heating and Air Conditioning System theories and practical application learned in the MOPAR CAP Program. Minimum 2.0 required. Mandatory decimal grading.

**Prerequisite Required:** Employment by a FCA Dodge, Chrysler, Jeep, Ram dealership is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 278G Applied Learning GM Heating & Air Cond Systems**

**Credits:** 6

Course reinforces the GM Heating & Air Conditioning systems theories and skills learned in the GM ASEP Program. Demonstrate competency in applied learning activities. Mandatory decimal grading.

**Prerequisite Required:** Completion of AUTOT 178G with a 2.0 or higher. Employment in a sponsoring GM Dealership or AC Delco approved repair facility is required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 278H Applied Learning Heating & Air Cond Systems**

**Credits:** 6

This course expands upon, and reinforces the Honda Heating & Air Conditioning systems skills and theories learned in the Honda PACT Program. Students apply skills learned in field exercises. Minimum 2.0 grade required to earn course credit. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 178H (2.0 or higher). Employment in a sponsoring Honda/Acura dealership is required.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **AUTOT 281 T-TEN Cooperative Internship 1**

**Credits: 10**

T-TEN Students enrolled in this course work at a Toyota or Lexus Dealership as an apprentice technician. This cooperative working/learning experience (in-dealership) is to apply and further develop skills learned during the previous instructional course. Cooperation involves the students, dealerships, manufacturer, and the college. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 186T with 2.0 grade minimum.

**When Typically Offered:** Fall, Winter

## **AUTOT 282 T-TEN Cooperative Internship 2**

**Credits: 10**

T-TEN Students enrolled in this course work at a Toyota or Lexus Dealership as an apprentice technician. This cooperative working/learning experience (in-dealership) is to apply and further develop skills learned during the previous instructional course. Cooperation involves the students, dealerships, manufacturer, and the college. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 185T with a 2.0 grade minimum.

**When Typically Offered:** Summer, Spring

## **AUTOT 283 T-TEN Cooperative Internship 3**

**Credits: 10**

T-TEN Students enrolled in this course work at a Toyota or Lexus Dealership as an apprentice technician. This cooperative working/learning experience (in-dealership) is to apply and further develop skills learned during the previous instructional course. Cooperation involves the students, dealerships, manufacturer, and the college. Mandatory decimal grading.

**Prerequisite Required:** AUTOT 183T with 2.0 grade minimum.

**When Typically Offered:** Fall, Winter

## **AUTOT 284 T-TEN Cooperative Internship 4**

**Credits: 10**

T-TEN Students enrolled in this course work at a Toyota or Lexus Dealership as an apprentice technician. This cooperative working/learning experience (in-dealership) is to apply and further develop skills learned during the previous instructional course. Cooperation involves the students, dealerships, manufacturer, and the college. . Mandatory decimal grading.

**Prerequisite Required:** AUTOT 187T with 2.0 grade minimum.

**When Typically Offered:** Summer, Spring

## **AUTOT 291 Cooperative Dealership Experience I**

**Credits: 20**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Mandatory decimal grading.

**Prerequisite Required:** Dealership sponsor required

**When Typically Offered:** Fall

## **AUTOT 292 Cooperative Dealership Experience II**

**Credits: 20**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Mandatory decimal grading.

**Prerequisite Required:** Dealership sponsor required.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Spring

## **AUTOT 293 Cooperative Dealership Experience III**

**Credits: 20**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Mandatory decimal grading.

**Prerequisite Required:** Dealership sponsor required.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter

## **AUTOT 294 Cooperative Dealership Experience III**

**Credits: 20**

Students enrolled in the factory-specific programs will work at a new car-truck dealership as an apprentice technician. This is a cooperative experience involving the student, dealership, manufacturer, and Shoreline Community College to reinforce and apply skills learned during previous quarters. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Spring

## **AUTOT 295 Special Topics In Automotive Technology**

**Credits: 4**

Classes focusing on specific issues and/or topics of interest in Automotive Technology. Mandatory decimal grading.

**Instructor permission required:** Yes.

## **AUTOT 297 Individual Projects In Automotive Technology**

**Credits: 1**

Individual project in a specific area of Automotive Technology. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **AUTOT 298 Individual Projects In Automotive Technology**

**Credits: 2**

Individual project in a specific area of Automotive Technology. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **Biology**

### **BIOL 090 Biology Special Lab**

**Credits: 1-3**

This class is an opportunity for tutorial instruction for students in biological subject matter areas where assistance may be needed. No appointments are necessary. Come in when you need help. An instructor/tutor is available. Mandatory P/NC grading.

**Prerequisite Required:** Registration in a biology class.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **BIOL 091 Biology Success Strategies**

**Credits: 1**

Students learn organizational and time management skills, skills for independent learning, problem-solving approaches, test-taking strategies, vocabulary and techniques that promote confidence and success in biology. Mandatory P/NC grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **BIOL 107 Biology and Society**

**Credits: 5**

This non-majors lab course examines the basic biological principles that underlie many of the issues facing our society. Among the topics addressed will be human impact on the environment and biodiversity, genetically modified organisms, gene therapy, stem cells, evolution and natural selection. Student option grading.

### **BIOL 110 Biotechnology: Science, Applications/Implications**

**Credits: 3**

This overview class will cover current topics in Biotechnology. It will include basic elements of the science, current and expected capabilities and products, the structure of the industry, impact on society and the health care field and social questions. Student option grading.

**Prerequisite Recommended:** High School Biology, Chemistry, and English

**Prerequisite Required:** Placement at or above ENGL 099

**When Typically Offered:** Summer, Fall, Winter, Spring

### **BIOL 111 Principles of Biomanufacturing - Part 1**

**Credits: 3**

This class focuses on protein production in prokaryotic and eukaryotic cells and how this knowledge is applied to biomanufacturing. Mandatory decimal grading.

**When Typically Offered:** Fall

### **BIOL 124 Northwest Flora**

**Credits: 5**

Plant classification, field study, and laboratory identification of common Pacific Northwest plant families and investigating the ecology, cultural uses & conservation of plants at the local & global level. Student option grading.

**When Typically Offered:** Spring

### **BIOL 126 Sustainable Gardening/Horticulture**

**Credits: 5**

This lab science course teaches environmentally responsible gardening practices and landscaping. Content includes plant identification, plant anatomy, soils, fertilizers/composting, integrated pest management, and water conservation. Student option grading.

**When Typically Offered:** Summer, Spring

### **BIOL 140 The Science of Cannabis**

**Credits: 3**

Course will investigate the active compounds of cannabis and their various effects on human physiology in contrast with alcohol, nicotine, and morphine. Included are genetics and medical uses of cannabis. Historical perspectives on prohibition/legalization, and modern laws related to testing will be included. Student option grading.

**Prerequisite Required:** Successful completion of ENGL& 101.

**When Typically Offered:** Fall, Winter, Spring

### **BIOL 144 Marine Biology**

**Credits: 5**

A study of local marine organisms and the environments in which they live. Laboratory and field work are designed to implement this study. Local field trips are included. BIOL 144 is designed for non-science majors. Student option grading.

**Prerequisite Required:** ENGL 099 and MATH 098 with 2.0 or better.

**When Typically Offered:** Summer, Spring

### **BIOL 150 Epidemics & Culture**

**Credits: 5**

Students will explore epidemic disease from multiple perspectives, including scientific, political, economic, religious, and artistic. The Bubonic Plague of the Middle Ages will serve as a paradigm for studying individual and cultural responses to other historical and modern epidemics. Student option grading.

**Prerequisite Required:** Completion of ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter

### **BIOL 244 Marine Biology for Science Majors**

**Credits: 5**

A study of local marine organisms and the environments in which they live. Local field trips are included. Student option grading.

**Prerequisite Required:** BIOL& 211.

**When Typically Offered:** Summer

## **BIOL 249 Tissue Culture and Staining**

### **Credits: 4**

Introduction to theory and concepts of animal cell & tissue culturing. Teaches the fundamentals in tissue culture techniques, subculturing & maintenance of cell lines. Skills also include: cell viability testing, cell counting, feeding of cell lines & quality control. Student option grading.

**Prerequisite Required:** BIOL& 211 with 2.0 or better.

## **BIOL 265 Solution and Media Preparation**

### **Credits: 2**

Preparation of media and solutions commonly used in biotechnology laboratories. Use of basic lab tools such as pipettors, pH meters, scales, centrifuges, autoclaves and spectrophotometers, and lab notebook maintenance. Student option grading.

**Prerequisite Required:** High school Biology and Chemistry or instructor approval.

**When Typically Offered:** Fall

## **BIOL 266 Media and Solution Preparation II**

### **Credits: 2**

Preparation of media and solutions commonly used in biotechnology laboratories. Use of basic lab tools such as pipettors, pH meters, scales, centrifuges, autoclaves and spectrophotometers. Use of MDS, GLP procedures and lab safety. Student option grading.

**Prerequisite Required:** High school Biology and Chemistry or instructor approval.

**When Typically Offered:** Winter

## **BIOL 270 Molecular Biology**

### **Credits: 3**

Provides a basic understanding of the molecular mechanisms that underlie cellular processes, such as gene regulation, the secretory pathway, cell signaling, and the cell cycle. Student option grading.

**Prerequisite Recommended:** CHEM& 131.

**Prerequisite Required:** BIOL& 211 with 2.0 or better.

**When Typically Offered:** Fall

## **BIOL 274 Molecular Biology Lab**

### **Credits: 3**

Techniques include gene cloning, PCR, DNA and protein electrophoresis, and protein purification. Student option grading.

**Prerequisite Recommended:** CHEM& 131

**Prerequisite Required:** BIOL& 211 with 2.0 or better and concurrent enrollment in BIOL 270.

**When Typically Offered:** Fall

## **BIOL 275 Recombinant DNA Techniques**

### **Credits: 6**

Basic course in the theory and concepts of recombinant DNA techniques. Course will focus on the methods of gene cloning with viral and plasmid vectors, growth and maintenance of E. coli, extraction and purification of DNA, polymerase chain reaction, and protein expression. The lab will focus on 'hands on' techniques. Student option grading.

**Prerequisite Required:** BIOL 270 with 1.8 or better or permission.

**When Typically Offered:** Winter

## **BIOL 276 Immunology Lecture**

### **Credits: 3**

This course focuses on the concepts necessary to understand the cellular, molecular and genetic basis of the immune system.

Emphasis will be placed on antigen and antibody structure and function, antibody production, cellular based immunity, and the major histocompatibility complex. Student option grading.

**Prerequisite Required:** BIOL 270 or instructor permission.

**When Typically Offered:** Spring

## **BIOL 277 Immunology**

### **Credits: 6**

This course focuses on the concepts and laboratory procedures necessary to understand the cellular, molecular and genetic basis of the immune system. Emphasis will be placed on antigen and antibody structure and function, antibody production, cellular based immunity, and the major histocompatibility complex. Student option grading.

**Prerequisite Required:** BIOL 270 or permission.

**When Typically Offered:** Spring

## **BIOL 279 Biotechnology Techniques**

### **Credits: 3**

Students learn basic Biotechnology lab manufacturing and production techniques used to isolate and purify recombinant and/or therapeutic proteins in academic and industrial research laboratories. Student option grading.

**Prerequisite Required:** BIOL 270, BIOL 274 with 2.0 or better or permission.

**When Typically Offered:** Summer

## **BIOL 280 Seminar In Biotechnology**

### **Credits: 1**

This course will focus on the skills needed to find internships and jobs in biotechnology. It will include speakers from the biotechnology industry, HR experts, and special topics such as cover letter and resume writing as well as interviewing skills.

Mandatory P/NC grading.

**Prerequisite Required:** BIOL& 211 plus completion of at least ten additional credits toward the AAAS degree or Certificate of Proficiency in the Biotechnology Laboratory Assistant Program or permission.

**When Typically Offered:** Winter

## **BIOL 281 Immunology Lab**

### **Credits: 3**

This course focuses on the concepts and laboratory procedures necessary to understand the cellular, molecular and genetic basis of the immune system. Emphasis will be placed on antigen and antibody structure and function, antibody production, and the applications of antibody-based diagnostics. Student option grading.

**Prerequisite Required:** BIOL 270 and BIOL 276 (or concurrent enrollment in BIOL 276) with a 2.0 or better or instructor

permission.

**When Typically Offered:** Spring

## **BIOL 285 Basics of Bioinformatics**

**Credits:** 2

This course will present the basic principles of genomic and proteomic analysis using public databases. Emphasis will be placed on hands-on training using BLAST searches to analyze protein and DNA sequences, using Entrez to study genomic structures and Cn3D to study protein structure. Student option grading.

**Prerequisite Required:** BIOL 270 or equivalent experience.

**When Typically Offered:** Fall

## **BIOL 286 Molecular Lab Techniques**

**Credits:** 2

In Medical Diagnostics Practical experience using molecular techniques, such as PCR and ELISA, for medical diagnostic assays. Emphasis will be placed on understanding theory, experimental design, interpretation of results, and the limitations of these assays. Student option grading.

**Prerequisite Required:** BIOL& 211, BIOL& 260.

**When Typically Offered:** Winter

## **BIOL 288 Basic Principles of Flow Cytometry**

**Credits:** 2

This course will present the theory of flow cytometry as well as provide practical laboratory experience using the instrumentation. Students will receive hands-on training calibrating and troubleshooting a flow cytometer, preparing and staining cells for analysis, data collection and analysis of data. Student option grading.

**Prerequisite Required:** BIOL 270/BIOL 274, BIOL 277 or equivalent.

**When Typically Offered:** Summer

## **BIOL 290 Internship**

**Credits:** 1-2

This course is a cooperative education experience that provides students with work experience in the biotechnology industry. Mandatory P/NC grading.

**Prerequisite Required:** BIOL& 211 plus completion of at least 10 additional credits toward the AAAS degree or Certificate of Proficiency in the Biotechnology Laboratory Assistant Program.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BIOL 292 Special Topics In Biology**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Biology.

## **BIOL 293 Molecular Biology Research**

**Credits:** 3

Class focusing on the protocols involved in molecular biology research including: sample collection, genomic DNA isolation, PCR, and DNA sequence analysis. Student option grading.

**Prerequisite Required:** BIOL 107, or BIOL& 211, or CHEM& 121, each with a 2.0 or better, or instructor permission.

**When Typically Offered:** Fall, Winter

## **BIOL 297 Individual Project In Biology**

**Credits:** 1

Individual project in a specific area of BIOL. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **BIOL 298 Individual Project In Biology**

**Credits:** 2

Individual project in a specific area of BIOL. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **BIOL 299 Individual Project In Biology**

**Credits:** 3

Individual project in a specific area of BIOL. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **BIOL& 170 Human Biology**

**Credits:** 5

Introduction to the systems of the human body. Structures and functions of these systems will be stressed along with unifying principles such as nutrition, sex, genetics, environment, exercise and the aging process. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BIOL& 211 Majors Cellular: Biology**

**Credits:** 5

Examines the cell as the basic unit of life. Topics covered include: the function of cell organelles, metabolic processes, cell division signaling, the genetics of individuals and populations. For life science majors and allied health students. Student option grading.

**Prerequisite Recommended:** ENGL& 101 recommended.

**Prerequisite Required:** CHEM& 121 with 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BIOL& 212 Majors Animal: Biology**

**Credits:** 5

A survey of animals involving a study of the identification structure and function. Evolution, embryology, and ecology of the kingdom is included. The emphasis is on phylogenetic relationships among animals and the ecological relationships within the kingdom. Student option grading.

**Prerequisite Required:** BIOL& 211 with 2.0 or better.

**When Typically Offered:** Winter, Spring

## **BIOL& 213 Majors Plant: Biology**

**Credits: 5**

Survey of major taxonomic groups Fungi, Protista and Plantae. Study of morphology, physiology and reproductive patterns and evolutionary relationships. Origins of life, development of ecosystems, succession and features of the major terrestrial biomes. Student option grading.

**Prerequisite Required:** BIOL& 211 with a 2.0 or higher, or permission.

**When Typically Offered:** Summer, Spring

## **BIOL& 231 Human Anatomy**

**Credits: 5**

Understanding the structure of the human body through the study of the various body systems. Intensive laboratory dissection and lectures are utilized. Student option grading.

**Prerequisite Required:** BIOL& 211 with 2.0 or higher.

**When Typically Offered:** Summer

## **BIOL& 232 Human Physiology**

**Credits: 5**

A systems approach to the study of the functions of the human body. Includes the nervous, muscular, circulatory, endocrine, respiratory, digestive and urogenital systems. Student option grading.

**Prerequisite Required:** BIOL& 211 and BIOL& 231 or permission.

## **BIOL& 241 Human Anatomy and Physiology I**

**Credits: 5**

The course covers histology and the structure and function of the integumentary, skeletal, muscular, and nervous systems and the special senses. Student option grading.

**Prerequisite Required:** BIOL& 211 with 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BIOL& 242 Human Anatomy and Physiology II**

**Credits: 5**

The course covers structure and function of the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. Student option grading.

**Prerequisite Required:** BIOL& 241 with 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BIOL& 260 Microbiology**

**Credits: 5**

Survey of microorganisms with focus on healthcare applications. Structure, classification, metabolism and genetics of bacteria and viruses are main themes. Emphasis on disease process, microbial control and immunology. Student option grading.

**Prerequisite Required:** BIOL& 211 with minimum 2.0.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Business**

## **BUS 102 Business Mathematics**

**Credits: 5**

Develop analytical skills using estimating, ratio-proportion, percents, graphing, trade/cash discounts, merchandising, simple/compound interest and credit. The course contains elements of communication, critical thinking and problem solving. Mandatory decimal grading.

**Prerequisite Required:** MATH 060, or placement into MATH 070 or BUS 102, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **BUS 103 Multiculturalism In the Workplace**

**Credits: 3**

Explore multicultural understanding in the workplace from a business leadership perspective. Develop a personal and historical understanding of power and privilege to understand how multiculturalism can make businesses successful. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS 104 Human Relations In Business**

**Credits: 5**

Study of human relations in organizations, the identification and development of factors which tend to create a harmonious environment in work situations, discussion and case studies in problem solving and organizational behavior. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter

## **BUS 105 Essentials of Human Relations**

**Credits: 2**

This interactive class will cover strategies on effective communication in organizations. It will also discuss human behavior, motivation and leadership styles and provide tools on how to be a better employee, who understands the value of a diverse workforce. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

## **BUS 106 Customer Service**

**Credits: 3**

Develop skills in customer service. Topics include developing communication skills; instructing clients to use services/products; and how to develop customer loyalty. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

## **BUS 120 Principles of Marketing**

**Credits: 5**

Provides a foundation for marketing in profit and not-for-profit organizations. Assess how an effective marketing strategy combines product, price, promotion and distribution to influence demand. Upon completion, students will be able to apply marketing principles to organizational decision-making. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

## **BUS 130 Principles of Fashion**

**Credits: 5**

Students will experience the fast changing world of fashion by looking at topics such as trend analysis, design, fashion production, textiles, marketing of fashion and consumer behavior. The course explores fashion from design idea to the retail store. Mandatory decimal grading.

**When Typically Offered:** Fall

## **BUS 135 Retail Marketing**

**Credits: 5**

Students develop integrated marketing skills to plan and operate a retail business. Students explore buyer behavior, retail strategies, site analysis, inventory planning, retail buying, merchandising, staffing, & sales promotion strategies. Mandatory decimal grading.

**When Typically Offered:** Winter

## **BUS 141 Purchasing and Supply**

**Credits: 5**

Management Fundamentals Introduction to the basic principles of purchasing and supply chain management with emphasis on understanding the purchasing and supply processes, organizational concepts, policy, relationships, and tools and techniques including cost/price analysis, and value analysis. Mandatory decimal grading.

**When Typically Offered:** Fall

## **BUS 142 Sourcing and Supplier**

**Credits: 5**

Relations Fundamentals Sourcing concepts, methods and techniques used to manage an organization's supply base are discussed. Emphasis is on strategic sourcing, including supplier selection, development and evaluation, supplier quality, and global sourcing. Mandatory decimal grading.

**When Typically Offered:** Winter

## **BUS 143 Materials Management**

**Credits: 4**

A critical examination of materials management principles, concepts and activities, including purchasing, inventory control, traffic, storekeeping, receiving, inspection, production control and the disposal of surplus. Mandatory decimal grading.

**When Typically Offered:** Winter

## **BUS 144 Logistics and Transportation Fundamentals**

**Credits: 3**

The course examines logistics principles, concepts and activities, including balancing logistic factors to achieve optimal performance. Topics include pricing analysis, regulatory restrictions, scheduling, protecting, warehousing, information systems, customer service, and shipping. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 160 Systems Thinking**

**Credits: 5**

To thrive in today's increasingly interconnected world, the ability to frame, manage, and solve complex problems is essential. Learn to make meaningful connections within and between various systems. Use analytic and critical thinking skills to problem-solve complex business challenges and social problems. Mandatory decimal grading.

**Prerequisite Required:** BTWRT 215 or ENGL& 101; BUS 105 or BUS 104; BUS& 101.

**When Typically Offered:** Spring

## **BUS 165 SQL for Data Analytics**

**Credits: 5**

Learn to frame business challenges as data questions you can answer. Apply the fundamentals of database structure and SQL (Structured Query Language) to query databases, extract data, and organize it in a meaningful way. Gain hands-on experience with database servers and client tools while applying skills to real-world business scenarios. Mandatory decimal grading.

**Prerequisite Required:** BUSTC 265, MATH& 146, CS 121.

**When Typically Offered:** Fall

## **BUS 180 Project Management I**

**Credits: 5**

Examines the theory and practice of project management from a managerial perspective. Students define projects, determine resource requirements, write requests for proposals, outline contract requirements, define and sequence tasks, and create project schedules. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 181 Project Management II**

**Credits: 5**

Not all projects fit into the traditional project framework. Agile projects are characterized by the use of short work iterations and incremental development of products, made possible by focusing on business priorities and customer value. The course provides an introduction to the Agile framework and common agile methodologies. Mandatory decimal grading.

**Prerequisite Required:** BUS 180.

**When Typically Offered:** Winter, Spring

## **BUS 182 Project Management III**

**Credits: 5**

Students gain experience on actual projects in a simulated professional environment. Learn to assess business need, develop business case, define project, estimate costs, schedule activities, assign resources, track progress, and present results for successful implementation. Mandatory decimal grading.

**Prerequisite Required:** BUS 180 and BUS 181.

**When Typically Offered:** Spring

## **BUS 183 Project Management 1**

**Credits: 3**

Project management techniques used in a broad range of business environments. Develop skills necessary in project

initiation, planning and execution. This is the first of a two part series. BUS 184 is the second course in the series. These two courses together equal BUS 180. Mandatory decimal grading.

**Prerequisite Required:** BUSTC 105 or equivalent skills.

**Instructor permission required:** Yes.

**When Typically Offered:** Winter

## **BUS 184 Project Management 2**

**Credits:** 2

Project management techniques used in a broad range of business environments. Develop skills necessary in project initiation, planning and execution. This course plus BUS 183 equals BUS 180. This is the second course in a two course sequence. The first course is BUS 183. Mandatory decimal grading.

**Prerequisite Required:** BUS 183

**When Typically Offered:** Spring

## **BUS 203 Contract Management**

**Credits:** 4

The contract planning process, development, management and legal issues related to business agreements are examined. Emphasis is placed on contract development, pricing arrangements, & the Uniform Commercial Code (UCC); includes creating solicitation documents, contract clauses, evaluation and award criteria. Mandatory decimal grading.

**When Typically Offered:** Fall

## **BUS 205 Applied Business Law**

**Credits:** 5

Develop legal skills particularly relevant to entrepreneurs, including methods of incorporation, contracts, intellectual property, liabilities, cyberlaw, employment law, ethics, bankruptcy, and social responsibility. Mandatory decimal grading.

**Prerequisite Required:** ENGL& 101 or BTWRT 215.

## **BUS 215 Introduction to International Business**

**Credits:** 5

This course focuses on expanding businesses into overseas markets. Topics include globalization, global production, outsourcing and logistics, legal, cultural and ethical aspects of international business, international trade and investment, and global human resources management. Mandatory decimal grading.

**Prerequisite Required:** BUS& 101 or permission.

**When Typically Offered:** Summer, Winter

## **BUS 216 International Marketing and Import/Export Management**

**Credits:** 5

Application of marketing principles on a transnational basis with particular emphasis on the cultural, legal, economic and political aspects of importing and exporting products, including supply chain management, role of the Internet and necessary documentation. Mandatory decimal grading.

**Prerequisite Required:** BUS 120 or permission.

**When Typically Offered:** Winter

## **BUS 217 Fundamentals of Sustainable Business**

**Credits:** 5

This course examines the concept of sustainability and its application in business beyond the basics of simply 'greening' the workplace. The relationship between business, the economy, society and the environment will be explored in depth. Mandatory decimal grading.

**Prerequisite Required:** Placement into EAP 099 or ENGL 099.

**When Typically Offered:** Fall

## **BUS 218 Sustainable Business Strategies**

**Credits:** 5

This course will teach students how to use sustainability as a driver of profit, discuss how to use sustainability principles in all aspects of business and how to implement and measure sustainability initiatives. Mandatory decimal grading.

**When Typically Offered:** Winter

## **BUS 219 Sustainable Marketing**

**Credits:** 5

An analysis of an organization's opportunities to develop sustainable business practices related to effective marketing strategies. Sustainable marketing requires a new holistic paradigm with equal emphasis on environmental, social equity and financial concerns. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 220 Advertising and Sales Promotion**

**Credits:** 5

Students explore the dynamic field of advertising, including how advertising is planned and created, how media is selected, negotiating costs of media, regulating advertising, and pursuing advertising careers. An advertising campaign project is a focal point for this class. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 225 Relationship Marketing**

**Credits:** 5

Learn how to cultivate more meaningful relationships with customers to ensure long-term satisfaction and brand loyalty. Explore how big data and social media impact the world of marketing. Students will develop strategies that reflect the importance of keeping and nurturing current customers, and how data collection informs that process. Mandatory decimal grading.

**When Typically Offered:** Fall

## **BUS 230 History of Fashion**

**Credits:** 5

Students will learn how fashion and textiles have changed from ancient times to present and how fashion is affected by social, psychological, economic, religious and cultural influences. Mandatory decimal grading.

**When Typically Offered:** Winter



## **BUS 235 Retail Buying and Management**

**Credits: 5**

This course focuses on the role of the retail buyer and manager, such as techniques for inventory planning, selecting merchandise, and merchandising strategies and merchandise control. Vendor relationships and human resources management are also emphasized. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 240 Introduction to E-Business**

**Credits: 5**

Examine Internet and electronic technologies as global forces that influence strategic business planning in relationships with customers, suppliers, employees and communities. Analyze case studies and develop e-business plans considering organizational, managerial, marketing and financial perspectives. Mandatory decimal grading.

**When Typically Offered:** Fall

## **BUS 245 eProcurement**

**Credits: 5**

Business-to-business procurement strategies, options, methods, and solutions used to automate procurement, supplier management, and other supply chain activities are examined. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 247 Social Media Marketing**

**Credits: 5**

Explore how social media impacts business practices and marketing strategy. Learn best practices for using popular social media platforms to build customer relationships and generate sales. Develop strategies for establishing an effective social media presence for your organization. Mandatory decimal grading.

**Prerequisite Recommended:** BUS 120 and ENGL 279

**When Typically Offered:** Winter, Spring

## **BUS 248 Digital Marketing**

**Credits: 5**

Develop an understanding of the dynamic internet marketplace, how search engines work, the components of an effective website, social media tactics, and the mechanics of paid search ranking. Gain experience in online display advertising, marketing campaign development, email marketing and using key performance indicators to analyze success. Mandatory decimal grading.

**Prerequisite Required:** BUS 120.

**When Typically Offered:** Spring

## **BUS 249 Market Research**

**Credits: 5**

Market research enables an organization to better understand target markets and customers. Learn how market research is used to solve problems, discover opportunities, optimize marketing, and increase revenue. Gain experience identifying problems, planning, conducting research, analyzing, reporting, and presenting findings. Mandatory decimal grading.

**Prerequisite Required:** BUS 120; BTWRT 215 or ENGL& 101;

Proficiency in Excel or instructor permission.

**When Typically Offered:** Winter

## **BUS 250 Human Resource Management**

**Credits: 5**

This participative course looks at supervision in organizations. Students will learn how to manage others using motivation techniques, employee training and performance evaluation programs. The class will also look at real world management problems and how to solve them. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 255 Principles of Management**

**Credits: 5**

This course focuses on the organization of management, managerial functions and operations, division of responsibility, vertical and horizontal theory, managerial leadership and personnel functions, business control and procedures and basic management problems. Mandatory decimal grading.

**Prerequisite Recommended:** BUS 104 or BUS 250.

**When Typically Offered:** Fall, Winter

## **BUS 260 Sports & Event Marketing**

**Credits: 5**

Learn how to market sports and events. Experience a unique combination of study and experience in planning, marketing and managing a sporting event. Mandatory decimal grading.

**When Typically Offered:** Spring

## **BUS 266 Business Intellegence**

**Credits: 5**

Business Intelligence brings together information management and analysis. It includes data capture, data warehouse management, and data analysis to provide insights into an organization. Learn methodologies for creating multidimensional databases and data tools. Apply your knowledge of databases, connectivity, and software to analyze data. Mandatory decimal grading.

**Prerequisite Required:** CS 121; BUS 165.

**When Typically Offered:** Spring

## **BUS 267 Data Analytics for Business**

**Credits: 5**

Introduces data management, data analysis and data representation. Emphasis is on quantitative and technology-based analysis of real-world problems to improve decision-making in various disciplines, along with report writing and presentation skills. Mandatory decimal grading.

**Prerequisite Required:** BTWRT 265; MATH& 146; BUS 165.

**When Typically Offered:** Winter

## **BUS 268 Data Visualization**

**Credits: 5**

Learn strategies and techniques for creating effective and memorable data stories using visualizations. Gain practical, hands-on experience converting raw quantitative data into visuals that tell a compelling story. Leverage databases and software

tools to extract information, better understand data, and make more effective decisions. Mandatory decimal grading.

**Prerequisite Required:** CS 121; BUSTC 265; MATH& 146; BUS 165; BUS 267.

**When Typically Offered:** Spring

## **BUS 270 Entrepreneurship - Starting a New Business**

**Credits: 5**

Develop the skills to create a comprehensive, professional business plan for a new or existing venture. Conduct a feasibility analysis, determine form of ownership, design finance and marketing plans and examine key aspects of small business management. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

## **BUS 274 Business Leadership Development**

**Credits: 2**

This course will require students to participate in leadership activities which will enhance their public speaking skills and problem solving skills in business settings. Mandatory decimal grading.

**When Typically Offered:** Fall

## **BUS 276 The Big Challenge**

**Credits: 3**

Students join a management team for a simulated business. Teams decide how to use resources to achieve goals and must adapt to a changing environment. Students further develop business skills such as leadership, communication, data analysis, decision making and prioritizing. Mandatory decimal grading.

**When Typically Offered:** Winter

## **BUS 278 Effective Business Career Development**

**Credits: 2**

This class will give students a competitive edge in the job market, providing strategies for pursuing business career options and developing effective self-marketing skills for the job search process. The course is intended to serve students completing a two-year business related degree. Mandatory P/NC grading.

**Prerequisite Required:** Completion of 60 credits in Business classes.

**When Typically Offered:** Spring

## **BUS 290 Business Internship**

**Credits: 1-15**

Develop business skills working in a local business. Internships are supervised by professionals who coordinate training experiences. Mandatory P/NC grading.

**Prerequisite Required:** Completion of 45 college-level credits in business related classes.

**When Typically Offered:** Fall, Winter, Spring

## **BUS 291 Special Topics In Business**

**Credits: 1**

Classes focusing on specific issues and/or topics of interest in

Business.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS 292 Special Topics In Business**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in Business.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS 293 Special Topics In Business**

**Credits: 3**

Classes focusing on specific issues and/or topics of interest in Business.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS 294 Special Topics In Business**

**Credits: 4**

Classes focusing on specific issues and/or topics of interest in Business.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS 295 Special Topics In Business**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Business.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS 297 Individual Project In Business**

**Credits: 1**

Individual project in a specific area of Business. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **BUS 298 Individual Project In Business**

**Credits: 2**

Individual project in a specific area of Business. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Winter, Spring

## **BUS 299 Individual Project In Business**

**Credits: 3**

Individual project in a specific area of Business. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **BUS& 101 Introduction to Business**

**Credits: 5**

Survey of the role of business in a modern market economy, its growth, influence, and relationship to social responsibility. This course will include, but will not be limited to, a study of business

objectives, internal and external functions, and organizational management challenges. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS& 201 Business Law**

**Credits:** 5

This course examines the nature and origin of law, law as a legal system of social thought & behavior, legal institutions and processes, legal reasoning, law as a process of protecting and facilitating voluntary arrangements in a business society.

Mandatory decimal grading.

**Prerequisite Recommended:** Enrollment in BTWRT 215 or ENGL 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUS& 201W Business Law**

**Credits:** 5

This course examines the nature and origin of law, law as a legal system of social thought & behavior, legal institutions and processes, legal reasoning, law as a process of protecting and facilitating voluntary arrangements in a business society.

Mandatory decimal grading.

**Prerequisite Recommended:** Enrollment in BTWRT 215 or ENGL 099.

**When Typically Offered:** Winter

## **Business Technology**

### **BUSTC 101 Beginning Keyboarding**

**Credits:** 5

Introduces the keyboard and operational parts of the personal computer. Special attention is given to correct techniques and beginning formatting of memorandums, letters, and reports.

Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **BUSTC 102 Speed Keyboarding<sup>1</sup>**

**Credits:** 5

Speed, accuracy, and technique drills on a personal computer. Designed for students who are keyboarding at various speeds.

Student option grading.

**Prerequisite Required:** BUSTC 101 or equivalent and 20 wpm keyboarding by touch.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **BUSTC 105 Computer Applications**

**Credits:** 5

Introduction to computers and application software in a Windows based environment. Topics include: file management, the internet, and MS Office (Word, Excel, PowerPoint). Student option grading.

**Prerequisite Required:** ENGL 099 or EAP 099 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **BUSTC 107 Computer 10-Key**

**Credits:** 2

Learn the touch-key method on a computer 10-key pad. Student

option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUSTC 109 CEO Keyboarding/Computer Survival**

**Credits:** 3

This course introduces computer components, operational parts of the computer, computer keyboarding by touch, 10-key pad, e-mail, Internet, file management, and business letters, reports and tables. Student option grading.

**Prerequisite Required:** Requires CEO program approval

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUSTC 112 Filing**

**Credits:** 2

Filing is the organization and storage of business correspondence.

Through a series of instruction and exercises, students apply the fundamental rules of filing. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **BUSTC 114 Human Relations In the Office**

**Credits:** 2

Explore human relations and communications within the office environment. Student option grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall

## **BUSTC 120 Basic Keyboarding**

**Credits:** 2

Keyboarding skills-building. Intended for students who want to improve their keyboarding skills or who want to improve their typing speed. Topics include an introduction to the standard keyboard, touch-typing skill building, practice exercises to increase keyboard speed, and best practices for ergonomic keyboarding. Student option grading.

**When Typically Offered:** Winter

## **BUSTC 121 Basic Excel**

**Credits:** 2

Beginner-level of basic creation, modification, and use of spreadsheet s in the full-desktop installation of MS Excel 365. Students will be able to demonstrate the use of MS Excel for workbooks used in the workplace. Topics include functions, formulas, charts, updating existing data, storing information and financial tracking. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **BUSTC 128 Word 365, Level 1**

**Credits:** 5

Introduction to Microsoft Word. Students will learn the basic features to create business documents. Student option grading.

**Prerequisite Required:** BUSTC 101 or 25 wpm keyboarding.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUSTC 129 Word 365, Level 2**

**Credits:** 5

Learn advanced features of Microsoft Word. Topics include shared

documents, footnotes/endnotes, headers/footers, mail merge, sort, styles, macros, tables/indexes, and forms. Student option grading.

**Prerequisite Required:** BUSTC 128.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUSTC 135 Applied Word Processing**

**Credits:** 4

Apply previously learned advanced word processing techniques in the preparation of business documents using Word. Emphasis is on accuracy and mailable copy. Student option grading.

**Prerequisite Required:** BUSTC 129.

**When Typically Offered:** Fall, Winter, Spring

## **BUSTC 150 Excel 365**

**Credits:** 5

Designed for the beginning Excel user. Learn to build spreadsheets using basic and intermediate features of Microsoft Excel. Student option grading.

**Prerequisite Recommended:** File Management experience recommended.

**Prerequisite Required:** ENGL 099 or EAP 099 or instructor permission, and MATH 098.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUSTC 160 PowerPoint 365**

**Credits:** 4

Learn to organize information and create professional-looking graphic presentations. Learn the basic, intermediate, and advanced features of PowerPoint. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUSTC 170 Access 365**

**Credits:** 5

Designed for the beginning Access user. Introduction to basic and intermediate features of Microsoft Access. Student option grading.

**Prerequisite Recommended:** File Management experience recommended.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **BUSTC 180 Outlook 365**

**Credits:** 3

Use and customize Microsoft Outlook to manage email communications, contact lists, calendars, appointments, meetings, and schedules. Organize workflow with folders, tasks, notes, export options, rules, and Quick Steps. Mandatory decimal grading.

**Prerequisite Required:** ENGL 099 or equivalent with a 2.0 or better, or instructor permission.

**When Typically Offered:** Fall, Spring

## **BUSTC 185 Publisher 365**

**Credits:** 4

Learn to design and create professional quality publications that combine text, graphics, illustrations, and photographs (desktop publishing). Student option grading.

**Prerequisite Recommended:** BUSTC 128 or equivalent, 25 wpm

keyboarding.

**When Typically Offered:** Summer, Fall

## **BUSTC 265 Advanced Excel for Data Analytics**

**Credits:** 4

Organizations around the world use Excel to efficiently transform raw data into valuable insights. You can, too. Learn advanced spreadsheet skills to optimize Excel for data analysis. Emphasis will be on exploring and analyzing relational data models using Data Analysis Expressions (DAX), Power Pivot and Power Query. Mandatory decimal grading.

**Prerequisite Required:** Intermediate Excel proficiency or instructor permission.

**When Typically Offered:** Fall, Spring

## **BUSTC 270 Office Procedures**

**Credits:** 5

Capstone course for Business Technology majors or others who want to learn about the role of the administrative assistant and current technologies. Mandatory decimal grading.

**Prerequisite Required:** BUSTC 128 Word Level I or equivalent or instructor permission.

**When Typically Offered:** Spring

## **BUSTC 291 Special Topics In Business Technology**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in Business Technology.

## **BUSTC 292 Special Topics In Business Technology**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Business Technology.

## **BUSTC 293 Special Topics In Business Technology**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in Business Technology.

## **BUSTC 294 Special Topics In Business Technology**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in Business Technology.

## **BUSTC 295 Special Topics In Business Technology**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in Business Technology.

## **BUSTC 297 Individual Project In Business Technology**

**Credits: 1**

Individual project in a specific area of Business Technology. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **BUSTC 298 Individual Project In Business Technology**

**Credits: 2**

Individual project in a specific area of Business Technology. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **BUSTC 299 Individual Project In Business Technology**

**Credits: 3**

Individual project in a specific area of Business Technology. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Business Writing**

### **BTWRT 115 Business English**

**Credits: 5**

Review of vocabulary, punctuation, grammar, and current formats of business correspondence. Write business correspondence, a resume, and cover letter using Standard English. Research topics using web technology and standard references to prepare presentation. Previously BUSTC 115. Mandatory decimal grading.

**Prerequisite Recommended:** Microsoft Word and Internet experience.

**Prerequisite Required:** Placement in ENGL 099 or EAP 099 or successful completion of ENGL 090 or EAP 090 with a 2.0 or better.

**When Typically Offered:** Fall, Winter

### **BTWRT 215 Business Communications**

**Credits: 5**

Focuses on all levels of business communication including writing, teamwork, presentations, and intercultural communications. Learn writing strategies to produce a variety of professional communications such as business letters, memos, e-mail, and a short report. Learn to use the Internet and Shoreline library database to research business topics and present information. Previously BUSTC 215 and BUSTC 252. Mandatory decimal grading.

**Prerequisite Required:** Placement in ENGL& 101 or successful completion of ENGL 099 or EAP 099 or BTWRT 115 with a 2.0 or better, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **Chemistry**

### **CHEM 090 Chemistry Special Lab**

**Credits: 1-3**

Tutorial lab for students enrolled in chemistry classes; designed to help with any type of problem concerning the field of chemistry. Mandatory P/NC grading.

**Prerequisite Required:** Enrollment in any chemistry class.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **CHEM 171 General-Inorganic Chemistry I**

**Credits: 4**

First course of three quarters of Gen. Chem. for science and engineering majors. Includes scientific measurement, atomic structure, nomenclature, stoichiometry, aqueous solutions and reactions, gas laws and theory, basic thermodynamics and nuclear chem. Mandatory decimal grading.

**Prerequisite Required:** Recent high school chemistry or CHEM& 121 with a 2.0 or better and ENGL 099, EAP 099, or placement into ENGL& 101, and placement into MATH& 141; or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **CHEM 171H General-Inorganic Chemistry I HC**

**Credits: 4**

First course of three quarters of Gen. Chem. for science and engineering majors. Includes scientific measurement, atomic structure, nomenclature, stoichiometry, aqueous solutions and reactions, gas laws and theory, basic thermodynamics and nuclear chem. Course includes lecture and seminar. Mandatory decimal grading.

**Prerequisite Required:** Recent high school chemistry or CHEM& 121 with a 2.0 or better and ENGL 099, EAP 099, or placement into ENGL& 101 and placement into MATH& 141; or instructor permission.

**When Typically Offered:** Fall

### **CHEM 172 General-Inorganic Chemistry II**

**Credits: 4**

Second course of three quarters of Gen. Chem. for science and engineering majors. Topics include quantum numbers, orbitals, atomic periodicity, bonding theories, molecular shapes/polarity, liquids & solids, properties of solutions, and basic organic. Mandatory decimal grading.

**Prerequisite Required:** CHEM 171/CHEM 181 with grades of 2.0 or better, and placement into ENGL& 101, and placement into MATH& 141, or instructor permission.

**When Typically Offered:** Summer, Winter, Spring

### **CHEM 172H General-Inorganic Chemistry II HC**

**Credits: 4**

Second course of three quarters of Gen. Chem. for science and engineering majors. Topics include quantum numbers, orbitals, atomic periodicity, bonding theories, molecular shapes/polarity, liquids & solids, properties of solutions, and basic organic. Course includes lecture and seminar. Concurrent enrollment in CHEM 182. Mandatory decimal grading.

**Prerequisite Required:** CHEM 171/CHEM 181 with grades of 2.0 or better and placement into ENGL& 101 and placement into MATH& 141 or instructor permission.

**When Typically Offered:** Winter

### **CHEM 173 General-Inorganic Chemistry III**

**Credits:** 4

Third course of three quarters of Gen. Chem. for science and engineering majors. Topics include kinetics, chemical equilibrium, acids and bases, buffers, solubility and complex ion equilibrium, entropy, Gibbs energy, electrochemistry & transition metals. Mandatory decimal grading.

**Prerequisite Required:** CHEM 172/CHEM 182, ENGL& 101 and MATH& 141 with grades of 2.0 or better or Instructor permission.

**When Typically Offered:** Summer, Fall, Spring

### **CHEM 173H General-Inorganic Chemistry III HC**

**Credits:** 4

Third course of three quarters of Gen. Chem. for science and engineering majors. Topics include kinetics, chemical equilibrium, acids and bases, buffers, solubility and complex ion equilibrium, entropy, Gibbs energy, electrochemistry & transition metals. Course includes lecture and seminar. Concurrent enrollment in CHEM 183. Mandatory decimal grading.

**Prerequisite Required:** CHEM 172 /CHEM 182, ENGL& 101 and MATH& 141 with grades of 2.0 or better or Instructor permission

**Instructor permission required:** Yes.

**When Typically Offered:** Spring

### **CHEM 181 General-Inorganic Chemistry I (Lecture-Lab)**

**Credits:** 2.5

Laboratory experimentation is used to reinforce the chemical concepts in CHEM 171. A separate lecture period is required to explain the lab theory, techniques and safety. Due to dangers involved in chemical experimentation, attendance in lecture is mandatory. Mandatory decimal grading.

**Prerequisite Required:** Concurrent enrollment in CHEM 171 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **CHEM 182 General-Inorganic Chemistry II (Lecture-Lab)**

**Credits:** 2.5

This course utilizes laboratory experimentation to reinforce and enhance the chemical concepts discussed in CHEM 172. A separate lecture period is required to explain the lab theory, techniques, and safety. Due to dangers involved in chemical experimentation, attendance in lecture is mandatory. Mandatory decimal grading.

**Prerequisite Required:** Concurrent enrollment in CHEM 172 or instructor permission.

**When Typically Offered:** Summer, Winter, Spring

### **CHEM 183 General-Inorganic Chemistry III (Lecture-Lab)**

**Credits:** 2.5

This course utilizes laboratory experimentation to reinforce and enhance the chemical concepts discussed in CHEM 173. A separate lecture period is required to explain the lab theory, techniques, and safety. Due to dangers involved, attendance in lecture is mandatory. Mandatory decimal grading.

**Prerequisite Required:** Concurrent enrollment in CHEM 173 or instructor permission.

**When Typically Offered:** Summer, Fall, Spring

### **CHEM 255 Intro to Biochemistry for Science Majors I**

**Credits:** 3

First of a two-quarter series surveying basic principles of biochemistry and molecular biology, emphasizing broad understanding of chemical events in living systems in terms of metabolism and structure-function relationships of biologically important molecules. Mandatory decimal grading.

**Prerequisite Required:** CHEM& 241 with a 2.0 or higher and BIOL& 211 with a 2.0 or higher; or instructor permission.

**When Typically Offered:** Summer, Winter

### **CHEM 256 Intro to Biochemistry for Science Majors II**

**Credits:** 3

Second of a two-quarter series surveying basic principles of biochemistry and molecular biology, emphasizing broad understanding of chemical events in living systems in terms of metabolism and structure-function relationships of biologically important molecules. Mandatory decimal grading.

**Prerequisite Required:** CHEM 255 with a 2.0 or higher or instructor permission.

**When Typically Offered:** Spring

### **CHEM 271 Organic Chemistry I Lab**

**Credits:** 3

First course of the lab component for students planning to take three quarters of organic chemistry with lab. Structure, nomenclature, reactions and synthesis of the main types of organic compounds. Mandatory decimal grading.

**Prerequisite Required:** CHEM 173/CHEM 183 and ENGL& 101 with 2.0 or higher, or instructor permission.

**When Typically Offered:** Fall, Winter

### **CHEM 272 Organic Chemistry II Lab**

**Credits:** 3

Second laboratory course for students planning to take three quarters of organic chemistry with lab. Further discussion of physical properties and transformations of organic molecules, especially aromatic and carbonyl compounds. Mandatory decimal grading.

**Prerequisite Required:** CHEM& 241/CHEM 271 with 2.0 or higher, or Instructor permission.

**When Typically Offered:** Winter, Spring

## **CHEM 273 Organic Chemistry III Lab**

**Credits: 3**

Third laboratory course for students planning to take three quarters of organic chemistry with lab. Multistep syntheses, advanced distillation and purification techniques with instrumentation emphasis. Mandatory decimal grading.

**Prerequisite Required:** CHEM& 242/CHEM 272 with 2.0 or higher, or instructor permission.

**When Typically Offered:** Spring

## **CHEM 297 Individual Project In Chemistry**

**Credits: 1**

Individual project in a specific area of CHEM. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Spring

## **CHEM 298 Individual Project In Chemistry**

**Credits: 2**

Individual project in a specific area of CHEM. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **CHEM 299 Individual Project In Chemistry**

**Credits: 3**

Individual project in a specific area of CHEM. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **CHEM& 110 Chemical Concepts With Lab**

**Credits: 1- 5**

A non-science majors lab course. Presents basic chemical principles and examines contemporary social and environmental role of chemistry. Student option grading.

**Prerequisite Required:** ENGL 099 or EAP 099 with 2.0 or better, or placement into ENGL& 101, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **CHEM& 121 Introduction to Chemistry**

**Credits: 5**

A general introduction to chemistry focusing on applications to health and life sciences for allied health fields. Introduces simplified atomic/molecular theory & the quantitative/qualitative relationships in the chemistry of solutions, gases, liquids, solids & their reactions. Mandatory 2-hour lab is taken concurrently. Mandatory decimal grading.

**Prerequisite Required:** Placement into MATH 099 AND placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CHEM& 131 Intro to Organic/Biochemistry**

**Credits: 5**

Emphasis on chemical systems/processes as they influence living systems. Study of organic compounds: properties/reactions of functional groups, lipids, proteins & carbohydrates. Intro to enzymes & neurotransmitters. Weekly lab explores reactions of hydrocarbons, alcohols, acids, & amines. Mandatory decimal grading.

**Prerequisite Required:** CHEM& 121 with a minimum grade of 2.0 and placement into ENGL& 101.

**When Typically Offered:** Fall, Winter, Spring

## **CHEM& 241 Organic Chemistry I**

**Credits: 4**

First course for students planning to take three quarters of organic chemistry with two labs. Structure, nomenclature, reactions, and synthesis of the main types of organic compounds. Mandatory decimal grading.

**Prerequisite Required:** CHEM 173/CHEM 183 and ENGL& 101 with minimum grades of 2.0; or Instructor Permission.

**When Typically Offered:** Fall, Winter

## **CHEM& 242 Organic Chemistry II**

**Credits: 4**

Second course for students taking three quarters of organic chemistry with lab. Further discussion of physical & chemical properties of organic molecules, especially aromatic and carbonyl compounds. Mandatory decimal grading.

**Prerequisite Required:** CHEM& 241/CHEM 271 with minimum grades of 2.0 or Instructor permission.

**When Typically Offered:** Winter, Spring

## **CHEM& 243 Organic Chemistry III**

**Credits: 4**

Third course for students planning to take three quarters of organic chemistry. Polyfunctional compounds and natural products, lipids, carbohydrates, amino acids, proteins, and nucleic acids. Mandatory decimal grading.

**Prerequisite Required:** CHEM& 242/CHEM 272 with a minimum grade of 2.0 or Instructor permission.

**When Typically Offered:** Spring

## **Child Advocacy Studies**

### **CAST 102 Child Maltreatment and Advocacy**

**Credits: 5**

This introductory course for Child Advocacy Studies covers the history, perspectives, legal framework and responses to child maltreatment. It is approached from a variety of diverse professional perspectives. The course is designed for students interested in gaining knowledge of child maltreatment. Dual listed as SOC 102. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

## **CAST 202 Professional and Systemic Responses**

**Credits: 5**

This course focuses on the responses of professionals and the system to allegations of child maltreatment. Designed for students entering fields in which knowledge of child maltreatment investigation and advocacy are necessary. Dual listed as SOC 202. Mandatory decimal grading.

**When Typically Offered:** Winter

## **CAST 285 Gender, Violence and Social Change**

**Credits: 5**

Study of gendered violence, its history, current research and contemporary issues. Social, psychological, legal and political implications of abuse are considered. Areas of study include child abuse, rape, domestic violence and sexual harassment. Dual listed with GWS 285. Student option grading.

**Prerequisite Recommended:** ENGL& 101.

**When Typically Offered:** Spring

## **Chinese**

### **CHIN 297 Individual Project In Chinese**

**Credits: 1**

Individual project in a specific area of Chinese. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **CHIN 298 Individual Project In Chinese**

**Credits: 2**

Individual project in a specific area of Chinese. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Summer

### **CHIN 299 Individual Project In Chinese**

**Credits: 3**

Individual project in a specific area of Chinese. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Spring

### **CHIN& 121 Chinese I**

**Credits: 5**

Introduction to Mandarin Chinese. Pronunciation and grammar taught in communicative approach. Listening, speaking, reading and writing Chinese. Simplified Chinese characters and Pinyin are introduced. Topics: self-introduction, greetings, directions and daily routines. No previous knowledge of the language required. Student option grading.

**When Typically Offered:** Fall, Winter

### **CHIN& 122 Chinese II**

**Credits: 5**

A continuation of CHIN& 121 with more vocabulary, more complicated sentence structure. Topics: shopping, directions, activities, hobbies, likes and dislikes. Student option grading.

**Prerequisite Required:** CHIN& 121 or equivalent with instructor permission.

**When Typically Offered:** Winter, Spring

### **CHIN& 123 Chinese III**

**Credits: 5**

Continuation of CHIN& 122 with more vocabulary, more complicated sentence structures, continued work on Chinese characters. Student option grading.

**Prerequisite Required:** CHIN& 122 or equivalent with instructor permission.

**When Typically Offered:** Spring

## **Cinema**

### **CINEM 201 Introduction to Cinema History**

**Credits: 5**

This survey course examines cinema history from pre-motion picture influences to modern day advances. Covers the historical, cultural and artistic impact of film and filmmaking. Student option grading.

**Prerequisite Required:** Placement in ENGL& 101 or instructor's permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **CINEM 201W Introduction to Cinema History**

**Credits: 5**

This survey course examines cinema history from pre-motion picture influences to modern day advances. Covers the historical, cultural and artistic impact of film and filmmaking. Student option grading.

**Prerequisite Required:** Placement in ENGL& 101 or instructor's permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **CINEM 202 The Language of Cinema**

**Credits: 5**

Introductory course in cinema theory and analysis with a focus on the techniques and elements of cinematic language; including narrative structure, mise-en-scene, cinematography, lighting, editing, sound and production design. Student option grading.

**Prerequisite Required:** Placement in ENGL& 101 or instructor's permission.

**When Typically Offered:** Fall, Winter, Spring

### **CINEM 295 Special Topics In Cinema**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in cinema. Previously CINEM 285. Student option grading.



## **CINEM 297 Individual Project In Cinema**

### **Credits: 1**

Individual project in a specific area of cinema. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **CINEM 298 Individual Project In Cinema**

### **Credits: 2**

Individual project in a specific area of cinema. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **CINEM 299 Individual Project In Cinema**

### **Credits: 3**

Individual project in a specific area of cinema. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **Clean Energy Technology**

### **NRG 101 Introduction to Renewable Energy**

#### **Credits: 5**

Survey course on Renewable Energy Systems. This course fulfills the need for a basic understanding of electricity, conservation, and entropy. It includes measuring energy, OHM's Law, and renewable fuel. Student option grading.

**When Typically Offered:** Fall, Spring

### **NRG 102 Calculations for Energy Technologies**

#### **Credits: 4**

Applied mathematics and physics concepts used in building energy technologies. Mandatory decimal grading.

**Prerequisite Required:** Completion of BUS 102 OR MATH 070 OR placement into MATH 098 OR Instructor Permission.

**When Typically Offered:** Fall

### **NRG 103 Introduction to Battery Technology**

#### **Credits: 5**

This is an introductory course covering battery fundamentals, theory, and applications. Students will develop a fundamental understanding of basic electrical (voltage, amperes, ohms, DC-AC, and wave-forms). They will develop knowledge of high voltage safety and precautions, and applications of batteries in automotive and clean energy. Dual listed as AUTOT 103. Mandatory decimal grading.

**When Typically Offered:** Winter, Spring

### **NRG 104 Buildings in Context**

#### **Credits: 5**

Students develop and articulate a personal sustainable design philosophy that informs their contribution to an integrated design process which creates buildings that are sustainable solutions in

their social, cultural, public policy, ecological and aesthetic contexts. Mandatory decimal grading.

**Prerequisite Required:** NRG 101 or NRG 102 or NRG 110 and ENGL& 101 or BTWRT 215 with a grade of 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

### **NRG 105 Electricity & Jobsite Safety**

#### **Credits: 3**

This is a foundation course for Energy System Designers. It includes Jobsite Safety, Electrical Awareness, and Basics of Electricity. Student option grading.

**When Typically Offered:** Fall, Spring

### **NRG 110 Introduction Energy/Sustainability In Built Environment**

#### **Credits: 5**

Overview of energy issues from multiple perspectives, including resource & species depletion, climate impacts and public energy policy decisions, processes, & strategies. Mandatory decimal grading.

**When Typically Offered:** Winter

### **NRG 115 Introduction to Renewable Resources**

#### **Credits: 5**

Introduction to design and application of renewable technology including solar, wind, hydro and biomass. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **NRG 120 Solar Electric Design and Applications**

#### **Credits: 5**

Explore the use of sunlight to produce electricity. Practical & economical design of photovoltaic power systems, site analysis, system sizing, equip. specs & component selection, code requirements, economics of PV systems, and energy efficiency and conservation impacts on system design will be covered. Student option grading.

**When Typically Offered:** Fall, Spring

### **NRG 122 Energy Audit 2: Commercial**

#### **Credits: 4**

Energy audits for large commercial buildings. Mandatory P/NC grading.

**Prerequisite Required:** NRG 161.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **NRG 123 PV Performance Analysis**

#### **Credits: 3**

Deals with system performance & commissioning including preinspection checkout, startup, troubleshooting, verification, and monitoring. Focus is on a safe and properly installed system with overview of advanced metering tools. Student option grading.

**Prerequisite Required:** NRG 120.

**When Typically Offered:** Winter

## **NRG 130 Solar Thermal Space/Hot Water Design & Install**

### **Credits: 5**

Learn theory, setting, design, procurement & techniques required to install & maintain a solar hot water system. Examine passive/active, unglazed/glazed, & evacuated tube technologies, optimal designs, alternative space heating, building codes, utility conservation programs, and site & federal incentives. Mandatory decimal grading.

## **NRG 160 LEED Green Associate Exam Preparation**

### **Credits: 4**

Prepare students to pass the LEED GA examination. Mandatory P/NC grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **NRG 161 Energy Audit 1: Residential**

### **Credits: 4**

Energy audits for residential and small commercial buildings. Mandatory P/NC grading.

**When Typically Offered:** Winter

## **NRG 162 Large Building Assessment: Building Technology**

### **Credits: 4**

Survey of large building assemblies, systems and energy efficiency technologies that affect building energy performance. Mandatory decimal grading.

**Prerequisite Required:** Completion of NRG 102 and NRG 180 or Instructor Permission.

**When Typically Offered:** Spring

## **NRG 163 Large Building Energy: Methods and Measurements**

### **Credits: 4**

Methods and measurements used for large building energy audits and assessments. Mandatory decimal grading.

**Prerequisite Required:** Completion of NRG 162 or Instructor Permission.

**When Typically Offered:** Fall

## **NRG 180 Building Systems and Blueprint Reading**

### **Credits: 5**

Use and interpret technical drawings and specifications depicting building energy technologies. Mac computer not recommended. Mandatory decimal grading.

**When Typically Offered:** Summer

## **NRG 181 Virtual Design for Energy Technologies**

### **Credits: 5**

Course provides foundational technical skills in the use of Building Information Modeling (BIM) for high performing/renewable energy systems in the built environment. Topics include whole building

energy systems modeling for design, analysis, and detailing. The course focuses on Autodesk Revit MEP. Mandatory decimal grading.

**Prerequisite Required:** Completion of NRG 180 with a 2.0 or better, or instructor permission.

**When Typically Offered:** Fall

## **NRG 200 Zero Energy Building Design**

### **Credits: 5**

Covers principles behind design & building residential/commercial lowrise structures that approach or exceed net zero energy use over lifecycle. Examines historical/contemp. methods for optimal yearround comfort, reduced energy consumption, air quality improvement & environmental impacts. Mandatory decimal grading.

**Prerequisite Required:** NRG 101.

## **NRG 201 Zero Energy Design Practicum**

### **Credits: 3**

Students will gain hands-on, practical knowledge of the methods and materials explored in NRG design. Student option grading.

**Prerequisite Required:** NRG 120, NRG 130, and NRG 200 or instructor permission.

**When Typically Offered:** Summer

## **NRG 202 Career Seminar for Clean Technology**

### **Credits: 3**

Prepare students for internships and jobs in the Clean Technology industry. Will include networking strategies, cover letters, resume, interviewing skills. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of at least 2 NRG classes.

**When Typically Offered:** Summer

## **NRG 220 Advanced PV Design**

### **Credits: 5**

Focus in on PV systems compliance with NEC codes & regulations. Emphasis on component selection, string sizing, inverter/module matching, conductor sizing, overload protection, grounding, mounting systems, battery backup. Accurate 3D drawings. Student option grading.

**Prerequisite Required:** NRG 101 and NRG 120 or permission by instructor.

**When Typically Offered:** Spring

## **NRG 221 PV Technical Sales**

### **Credits: 3**

This course provides students with the complex skills and knowledge for Photovoltaic (PV) Technical Sales. This course reviews PV equipment, site survey, best rooftop practices, sales skills, customer needs, project tracking, preparing proposal and presentations, and PV and the Electric Vehicle (EV) interaction. Mandatory decimal grading.

**Prerequisite Required:** NRG 120 with a minimum 2.0 prior to taking this course.

**When Typically Offered:** Fall

## **NRG 223 Battery Based PV System Design**

**Credits: 5**

Preparation for the complex design requirements of battery based PV systems. Design, code requirements, maintenance, and safety consideration for both utility interactive (grid-tied) and stand-alone (off-grid) battery based PV systems. Mandatory decimal grading.

**Prerequisite Required:** NRG 105 and NRG 120 with grades of 2.0 or better, or instructor permission.

**When Typically Offered:** Winter

## **NRG 225 Introduction to SketchUp**

**Credits: 5**

Introduction to the use of the software for improving and evaluating the design of solar energy projects. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

## **NRG 226 Advanced Sketch-Up**

**Credits: 5**

This course reviews Basic SketchUp tools and introduces more complicated modeling techniques with SketchUp Pro and LayOut. Student option grading.

**Prerequisite Required:** NRG 225 completion with 2.0 grade or better.

**When Typically Offered:** Winter

## **NRG 290 Renewable Energy/ Solar Internship**

**Credits: 1- 5**

This course provides students with work experience in the Renewable Energy industry. Mandatory decimal grading.

**When Typically Offered:** Summer

## **NRG 292 Special Topics In Zero Energy Technology**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in Zero Energy Technology.

## **NRG 297 Individual Project In Zero Energy Technology**

**Credits: 1**

Individual project in a specific area of clean energy technology.

## **NRG 298 Individual Project In Zero Energy Technology**

**Credits: 2**

Individual project in a specific area of clean energy technology.

## **NRG 299 Individual Project In Zero Energy Technology**

**Credits: 3**

Individual project in a specific area of clean energy technology.

## **Communication Studies**

## **CMST 140 The Art of Storytelling**

**Credits: 5**

Storytelling, one of our oldest art forms, varies in forms from entertainment to information transfer, healing, and community building. Discover the excitement and empowerment of performing stories from the personal to folktales of a variety of cultures. Plan, organize and perform in a live storytelling program. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CMST 203 Communication for Social Change**

**Credits: 5**

Engage in reflection, discussion and thought-provoking activities to experience a wide range of cultural perspectives, to think critically, and to build empathy. Explore the ways that power and privilege shape perceptions of race, class, gender, sexuality, age, etc. Learn communication skills to effect social change. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 required or placement into ENGL& 101.

**When Typically Offered:** Fall, Winter, Spring

## **CMST 244 News Writing**

**Credits: 1-3**

Explore journalism, with a focus on reporting, news gathering and writing. The course covers links to public relations, advertising and digital journalism as well as ethical and legal concerns. Newspaper production is introduced. The class may be taken again for credit. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **CMST 244W News Writing**

**Credits: 1-3**

Explore journalism, with a focus on reporting, news gathering and writing. The course covers links to public relations, advertising and digital journalism as well as ethical and legal concerns. Newspaper production is introduced. The class may be taken again for credit. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **CMST 245 Student Newspaper**

**Credits: 1-3**

Experience hands-on learning in one or more aspects of the college newspaper, including reporting, writing, editing, photography, production or advertising. May be repeated for credit. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **CMST 245W Student Newspaper**

**Credits: 1-3**

Experience hands-on learning in one or more aspects of the college newspaper, including reporting, writing, editing, photography, production or advertising. May be repeated for credit. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **CMST 247 Journalistic Writing**

### **Credits: 4**

Learn journalistic principles and practices. Write news articles, features, opinions and arts reviews. Explore ethical questions, legal concerns, and journalism's links to public relations. Photojournalism, design, and online journalism are introduced. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **CMST 247W Journalistic Writing**

### **Credits: 4**

Learn journalistic principles and practices. Write news articles, features, opinions and arts reviews. Explore ethical questions, legal concerns, and journalism's links to public relations. Photojournalism, design, and online journalism are introduced. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **CMST 285 Critical Intercultural Communication**

### **Credits: 5**

Explore the complexities of intercultural communication in both U.S. and global contexts through an experiential, skill-building framework. Analyze how we are shaped by culture and positions of power and privilege. Develop and apply intercultural skills to affect social change. Note: CMST 285 and CMST 203 have different content. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of EAP 099, ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Winter

## **CMST 291 Special Topics In Communication Studies**

### **Credits: 1**

Classes focus on specific issues and/or topics of interest in communications.

## **CMST 292 Special Topics In Communication Studies**

### **Credits: 2**

Classes focus on specific issues and/or topics of interest in communication studies.

**When Typically Offered:** Summer, Winter, Spring

## **CMST 293 Special Topics In Communication Studies**

### **Credits: 3**

Classes focus on specific issues and/or topics of interest in communication studies.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CMST 294 Special Topics In Communication Studies**

### **Credits: 4**

Classes focus on specific issues and/or topics of interest in communication studies.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CMST 295 Special Topics In Communication Studies**

### **Credits: 5**

Classes focus on specific issues and/or topics of interest in communication studies.

## **CMST 297 Individual Project In Communication Studies**

### **Credits: 1**

Individual project in a specific area of communications. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **CMST 298 Individual Project In Communication Studies**

### **Credits: 2**

Individual project in a specific area of communications. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter

## **CMST 299 Individual Project In Communication Studies**

### **Credits: 3**

Individual project in a specific area of communications. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter

## **CMST& 101 Introduction to Communication**

### **Credits: 5**

Students learn verbal, nonverbal and listening skills essential to effective living and become competent communicators by applying interpersonal, small group, public speaking, and cross-cultural communication theories to a variety of contexts including the workplace, communities, and families. Student option grading.

**Prerequisite Required:** Successful completion of EAP 099/ENGL 099 or higher.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CMST& 102 Introduction to Mass Media**

### **Credits: 5**

Explore the history, technologies and processes of mass communication systems including newspapers, magazines, books, radio, sound recordings, television, film and Internet. Recognize the cultural impacts, theories, related ethics and laws of mass communications. Student option grading.

**Prerequisite Required:** Placement into ENGL& 102.

**When Typically Offered:** Fall, Winter, Spring

## **CMST& 102W Introduction to Mass Media**

### **Credits: 5**

Explore the history, technologies and processes of mass

communication systems including newspapers, magazines, books, radio, sound recordings, television, film and Internet. Recognize the cultural impacts, theories, related ethics and laws of mass communications. Student option grading.

**Prerequisite Required:** Placement into ENGL& 102.

**When Typically Offered:** Fall, Winter, Spring

## **CMST& 210 Interpersonal Communication**

**Credits:** 5

This course is designed to enhance your awareness, knowledge and skills in interpersonal communication in order to assist you in making more thoughtful, ethical choices in life. The focus is on experiences with friends, family, peers, coworkers and significant others. Student option grading.

**Prerequisite Required:** Successful completion of EAP 099/ENGL 099 or higher.

**When Typically Offered:** Winter, Spring

## **CMST& 220 Public Speaking**

**Credits:** 5

Build confidence when speaking with others. Learn to influence others by critically listening to and crafting organized, informative and persuasive speeches. Conduct responsible research on topics appropriate for your audience. Use sound reasoning and strong delivery to achieve effective presentation skills. Student option grading.

**Prerequisite Required:** Successful completion of EAP 099/ENGL 099 or higher.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CMST& 220H Public Speaking HC**

**Credits:** 5

Build confidence when speaking with others. Learn to influence others by critically listening to and crafting organized, informative and persuasive speeches. Conduct responsible research on topics appropriate for your audience. Use sound reasoning and strong delivery to achieve effective presentation skills. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of EAP 099/ENGL 099 or higher.

**When Typically Offered:** Fall, Winter, Spring

## **CMST& 230 Small Group Communication**

**Credits:** 5

Using real-world situations, explore how roles, leadership, and other factors affect group communication and problem-solving. Examine how the rules of interaction affect group communication and individual experience. Develop skills to effectively communicate in groups. Student option grading.

**Prerequisite Required:** Successful completion of EAP 099/ENGL 099 or higher.

**When Typically Offered:** Fall

# **Computer Science**

## **CS 090 Independent Study Computer Science**

**Credits:** 3

**Variable Credit:** Yes.

Students study computer science topics individually or in small groups using the Computer Science and Engineering Learning Center. This course is an opportunity for tutorial instruction, exploration of available campus resources, and college success topics. No appointments are necessary. Mandatory P/NC grading.

**Prerequisite Required:** Concurrent enrollment in CS or CS& course.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CS 121 Introduction to Programming**

**Credits:** 5

This course provides an introduction to computer programming. Students explore foundational programming constructs such as variables, functions, decisions, loops, and lists as well as foundational concepts such as problem solving, testing, and debugging. This course is intended for students with little to no prior programming experience. Student option grading.

**Prerequisite Required:** Placement into ENGL& 101, and MATH 099 with grade of 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **CS 143 Computer Science II - Java Data Structures**

**Credits:** 5

This course is a continuation of Computer Science fundamentals. Students explore a deeper look at object-oriented programming. Data abstraction and implementation topics include abstract data types, stacks, queues, linked lists, trees, predefined collection classes, recursion, complexity, searching, and sorting. Student option grading.

**Prerequisite Required:** Completion of CS& 141 with a grade of 2.0 or better.

**When Typically Offered:** Fall, Winter, Spring

## **CS 211 Computing & Society**

**Credits:** 5

This course explores issues related to the development, usage, and impact of computing technology on society. Topics vary each quarter but may include coverage of areas such as intellectual property, artificial intelligence, privacy of data, liability, ethics, social justice, diversity, and the global digital divide. Student option grading.

**Prerequisite Required:** Placement into ENGL& 101.

## **CS& 141 Computer Science I - Java**

**Credits:** 5

This course will explore common computational problem-solving techniques. Students explore fundamental programming abilities and concepts including procedural programming (methods, parameters, return, values), control structures (sequence, if/else, for loop, while loop), file processing, arrays, and an introduction to objects. Mandatory decimal grading.

**Prerequisite Required:** ENGL& 101 (may be taken concurrently) and MATH& 141 or MATH 111 with grades of 2.0 or better. CS

121 or ENGR 202 with a grade of 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Criminal Justice**

### **CJ 120 Administration of Justice**

**Credits:** 5

A study of the structure and processes of the federal and state courts in American, their organization and jurisdiction and the impact of the Constitution. We will examine the roles of judges, attorneys, and law enforcement when citizens are charged with crimes. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

### **CJ 130 Information Gathering**

**Credits:** 5

Students will examine the procedure of interviewing, note taking and recording the scene as well as conducting preliminary investigation and the documentation of this information. The fundamentals of police record systems will also be studied. Mandatory decimal grading.

**When Typically Offered:** Fall

### **CJ 135 Current Issues in Crime and Society**

**Credits:** 5

Explore criminal justice through the lens of social service and community advocacy. Focus on current issues facing individuals and families, with emphasis on understanding how to advocate for vulnerable populations. Dual listed as SOC 135. Mandatory decimal grading.

**When Typically Offered:** Winter

### **CJ 136 Crisis Intervention and Conflict Resolution**

**Credits:** 5

This course presents the social and psychological factors found in crisis situations. Students will develop strategies for professional assessment, intervention, and follow-up in these situations. Dual listed as SOC 136. Mandatory Decimal Grading.

**When Typically Offered:** Winter

### **CJ 137 Theories of Professionalism in Criminal Justice**

**Credits:** 5

Focuses on the social, political, and economic theories and concepts of professionalism in criminal justice and other related careers. Designed for students entering law enforcement, social work, and mental health-related fields. Dual listed as SOC 137. Mandatory decimal grading.

**When Typically Offered:** Spring

### **CJ 238 Criminal Evidence and Constitutional Law**

**Credits:** 5

Examines the role played by the U.S. and Washington State Constitutions in the application of criminal law and procedures.

Students will analyze U.S. Supreme Court decisions and their effect on the admissibility of evidence. Mandatory decimal grading.

**When Typically Offered:** Spring

### **CJ 241 Principles of Investigation I**

**Credits:** 5

An in-depth study of the fundamentals, functions and elements of criminal investigations including preliminary & follow-up investigations leading to successful prosecutions. Challenges faced in investigations will be discussed. Mandatory decimal grading.

**Prerequisite Required:** CJ& 101 or instructor permission.

**When Typically Offered:** Winter

### **CJ 245 Theory of Def. & Control Tactics**

**Credits:** 5

Introduces the theories and applications of physical and verbal force based on the 'use of force continuum.' Understand the criminal and civil context of application of force and control tactics. Perform control, defensive and handcuffing techniques. Mandatory decimal grading.

**Prerequisite Required:** Previous or concurrent enrollment in other CJ course.

**When Typically Offered:** Winter

### **CJ 249 Police Operations**

**Credits:** 5

A study of the organizational culture, organization structures, staffing, and utilization of resources within police departments. The support and staff functions which assist patrol and other line operations in accomplishing the department's mission will be examined. Patrol operations will be emphasized. Mandatory decimal grading.

**When Typically Offered:** Fall

### **CJ 290 Internship**

**Credits:** 5

A program in which the student will work directly with a criminal justice agency in a wide variety of tasks to give the student a better understanding of day to day operation and the tasks performed by a part of the criminal justice system. Mandatory decimal grading.

**When Typically Offered:** Winter, Spring

### **CJ 291 Special Topics In Criminal Justice**

**Credits:** 1

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

### **CJ 292 Special Topics In Criminal Justice**

**Credits:** 2

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Mandatory

decimal grading.

**When Typically Offered:** Fall, Winter, Spring

### **CJ 293 Special Topics In Criminal Justice**

**Credits:** 3

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

### **CJ 294 Special Topics In Criminal Justice**

**Credits:** 4

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

### **CJ 295 Special Topics In Criminal Justice**

**Credits:** 5

Courses for criminal justice personnel desiring emphasis in a particular area relating to the criminal justice system. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

### **CJ 297 Individual Project In Criminal Justice**

**Credits:** 1

Individual project in a specific area of Criminal Justice. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **CJ 298 Individual Project In Criminal Justice**

**Credits:** 2

Individual project in a specific area of Criminal Justice. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **CJ 299 Individual Project In Criminal Justice**

**Credits:** 3

Individual project in a specific area of Criminal Justice. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **CJ& 101 Introduction to Criminal Justice**

**Credits:** 5

An examination of crime, its causes and its impact on American life; the issues and challenges facing the American criminal justice system; the history and structure of the three major components of the justice system; and an introduction to the theories of sentencing and punishment. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

### **CJ& 106 Juvenile Justice**

**Credits:** 5

An in-depth study of the Juvenile Justice System, its history and theories related to juvenile laws, causation of juvenile behavior, the proper methods of dealing with juveniles in the court system, and Washington state law relating to juvenile procedures.

Mandatory decimal grading.

**When Typically Offered:** Winter

### **CJ& 110 Criminal Law**

**Credits:** 5

A study of the nature and purpose of the criminal law, its sources, limitations and general principles, defenses and the wide range of criminal conduct covered by the criminal law. The Revised Code of Washington is also studied. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

## **Dental Hygiene**

### **DENHY 100 Head and Neck Anatomy**

**Credits:** 2

The study of the anatomy of the head and neck-specifically the bony structures, blood supply, musculature, and nerve supply. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Fall

### **DENHY 101 Histology/Embryology**

**Credits:** 3

The study of the development, histology and function of the tissues in the oral cavity. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Fall

### **DENHY 102 Principles of General Pathology and Systemic Disease**

**Credits:** 2

The study of general disease conditions that affect the human body and dental treatment. Introduction to terminology, specific diseases and their causes. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Fall

### **DENHY 110 Dental Radiology**

**Credits:** 2

The study of the fundamentals of radiology and radiation hygiene, with demonstration and practice in the exposing and processing of intra-oral radiographs. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Fall

## **DENHY 111 Dental Radiology**

**Credits: 3**

Continuation of DENHY 110 with continued emphasis on intraoral radiographic techniques. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 110 with a 2.5 or above, or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 112 Dental Anatomy and Morphology**

**Credits: 2**

Lecture and laboratory exercises on nomenclature, anatomy, morphology and function of the primary and permanent dentitions. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Winter

## **DENHY 114 Oral Pathology**

**Credits: 2**

The recognition and etiology of clinical oral pathologies of the oral/ facial area. Introduction to detection, description and evaluation of oral lesions. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 115 Pain Control I**

**Credits: 3**

A study of physiology, pharmacology of local anesthetic drugs, complications, patient evaluation, and techniques utilized in the administration of local anesthetics in dentistry. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 120 Medical Emergencies**

**Credits: 2**

Lectures and clinical exercises preparing the student to prevent, recognize, and respond to medical emergencies in the dental setting. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 121 Clinical Dental Hygiene and Fundamentals I**

**Credits: 8**

Initial course in a series of lecture and discussion associated with clinical skills and related subjects such as: accepted dental terminology, patient assessment and use of the mouth mirror, probe, sickle and explorer integrated with an introduction to clinic procedures and patient examination techniques. Mandatory decimal grading.

**Prerequisite Required:** Admission to Dental Hygiene Program or

permission of the instructor.

**When Typically Offered:** Fall

## **DENHY 122 Clinical Dental Hygiene and Fundamentals II**

**Credits: 6**

Second of a series of lecture and discussion and beginning clinical course in a series providing traditional dental hygiene procedures to patients from the campus and community. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 121 with a grade of 2.0 or higher, or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 123 Clinical Dental Hygiene and Fundamentals III**

**Credits: 6**

Third of a series of lecture and discussion and beginning clinical course in a series providing traditional dental hygiene procedures to patients from the campus and community, with increasing level of competency and speed. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 122 with a 2.0 grade or higher, or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 124 Clinical Dental Hygiene and Fundamentals IV**

**Credits: 5**

Third clinical and fourth lecture course in a series providing dental hygiene procedures at an increasing level of competency and speed on patients from the campus and community. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 123 with a 2.0 grade or higher, or permission of the instructor.

**When Typically Offered:** Summer

## **DENHY 130 Pharmacology**

**Credits: 3**

The study of the general pharmacological and therapeutic actions of drugs pertaining to dentistry, including nomenclature, dosage, routes of administration, indications, contraindications, and the legal factors involved in dispensing. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 140 Ethics and Jurisprudence**

**Credits: 3**

Lectures and discussions regarding ethics and jurisprudence, related to the practice of dentistry and dental hygiene. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Summer



## **DENHY 141 Procedures Seminar I**

### **Credits: 1**

First-year, weekly discussion and lecture sessions with special emphasis on program policies and procedures for lab and clinic operation and WISHA regulations for blood borne pathogen exposure control and hazard control. Mandatory P/NC grading.

**Prerequisite Required:** Admission to Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Fall

## **DENHY 142 Procedures Seminar II**

### **Credits: 1**

First-year, weekly discussion and lecture sessions with special emphasis on patient care planning/referrals, and policies and procedures for clinical operation. Occasional guest lectures are included. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 143 Procedures Seminar III**

### **Credits: 1**

Weekly discussion, lectures and role playing sessions with special emphasis on patient case studies, patient care planning/referrals and policies and procedures for clinical operation. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

## **DENHY 151 Electronic Health Records I**

### **Credits: 1**

Weekly discussion sessions on topics related to electronic health records. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 152 Electronic Health Records II**

### **Credits: 1**

Patient electronic health record (EHR) keeping, care planning/referrals, policies/procedures necessary to fulfill legal duties owed to patients and to maintain positive public relations. Includes clinical screening exams on patients. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 161 Periodontology I**

### **Credits: 2**

The recognition and etiology of diseases of the periodontium. This is the first course in a series of three consecutive courses in periodontology, and provides fundamental knowledge in the field of dental hygiene. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 162 Periodontology II**

### **Credits: 2**

Continuation of the study of periodontal disease, with increased scope and depth concerning histopathology and etiologies of periodontal disease. Emphasis is placed on non-surgical treatment of the various types of periodontal disease. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Summer

## **DENHY 171 Community and Public Health Dentistry I**

### **Credits: 2**

Students work in groups to develop and implement a community based program with an educational component. Lectures cover the ADPIE model for program planning, teaching methods, analysis of special group characteristics, formulation of lesson plans and development of visual aids. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Summer

## **DENHY 181 Restorative Dentistry I**

### **Credits: 3**

introduction to restorative dentistry procedures, including rubber dam application, alginate impressions, study models, sealants, mercury hygiene, matrix and wedge application, amalgam carving and L.A. Chemical and physical properties of the materials will also be studied. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 182 Restorative Dentistry II**

### **Credits: 1**

Preclinical laboratory exercises in placement and finishing of amalgam restorations. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Summer

## **DENHY 215 Pain Control II**

### **Credits: 1**

Lecture, demonstration and clinical application of nitrous oxide analgesia and local anesthesia. Lectures on other pain control modalities used in dentistry. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 221 Clinical Dental Hygiene V**

### **Credits: 6**

Performance of traditional dental hygiene clinical procedures on patients from the campus and community. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal

grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 124 with a grade of 2.5 or higher, or permission of the instructor.

**When Typically Offered:** Fall

## **DENHY 222 Clinical Dental Hygiene VI**

**Credits:** 6

Performance of traditional dental hygiene clinical procedures on patients from the campus and community. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 221 with a 2.5 grade or higher, or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 223 Clinical Dental Hygiene VII**

**Credits:** 6

Continuing performance of traditional dental hygiene clinical procedures on patients from the campus and community with increasing competency and efficiency. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 222 with a 2.5 grade or higher, or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 231 Dental Hygiene Fundamentals V**

**Credits:** 2

Lectures, discussions and practice labs pertinent to clinical skills and related subjects which will be applied in second year dental hygiene clinic. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Fall

## **DENHY 232 Dental Hygiene Fundamentals VI**

**Credits:** 2

Lectures, discussions, and practice labs pertinent to clinical skills and related subjects which will be applied in dental hygiene clinic. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 231 with a grade of 2.5 or higher or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 233 Dental Hygiene Fundamentals VII**

**Credits:** 2

Lectures and discussions relating to entry into the dental hygiene profession and presentation of perio-control project. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 232 with a grade of 2.5 or higher, or permission of the instructor.

**When Typically Offered:** Spring

## **DENHY 241 Procedures Seminar V**

**Credits:** 1

Second-year weekly discussion and lecture sessions with special emphasis on patient care planning/referrals and policies and procedures for clinical operation. Occasional guest lectures are included. Limited to students accepted into the Dental Hygiene Program. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Fall

## **DENHY 242 Procedures Seminar VI**

**Credits:** 1

Second-year, weekly discussion and lecture sessions with special emphasis on patient care planning/referrals, and policies and procedures for clinical operation, plus Mock Board patient selection criteria. Occasional guest lectures are included. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Winter

## **DENHY 243 Procedures Seminar VII**

**Credits:** 1

Second-year, weekly discussion and lecture sessions with special emphasis on patient care planning/referrals, policies and procedures for clinical operation, and preparation for the restorative and written portions of the State and Western Regional Licensing Exams.

**Prerequisite Required:** Admission to Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Spring

## **DENHY 250 Dental Gerontology**

**Credits:** 1

A course dealing with the special knowledge, attitudes, and technical skills required to provide oral health care to older adults. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Fall

## **DENHY 251 Patient Records III**

**Credits:** 1

Discussion sessions for 2nd year students with emphasis on patient chart record keeping, patient care planning/referrals, policies/ procedures necessary to fulfill legal duties owed to patients. Patient exams/charting performed with instructor assistance. Mandatory decimal grading.

**Prerequisite Required:** Admission to Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Fall

## **DENHY 252 Patient Records IV**

**Credits:** 1

Weekly discussion sessions for second-year students with special

emphasis on patient chart record-keeping, and policies and procedures necessary to fulfill legal duties owed to patients, and maintain positive public relations. Includes screening exams on patients. Mandatory decimal grading.

**Prerequisite Required:** Admission to Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Winter

### **DENHY 253 Patient Records V**

**Credits:** 1

Discussion sessions for 2nd year students with emphasis on patient chart record keeping, patient care planning/referrals, policies/ procedures necessary to fulfill legal duties owed to patients. Patient exams/charting performed with minimal instructor assistance. Mandatory decimal grading.

**Prerequisite Required:** Admission to Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Spring

### **DENHY 260 Care of the Patient With Special Needs**

**Credits:** 1

Educational experiences which will enable each student to recognize the physiological, psychological, psychosocial, medical, and oral aspects of disabling conditions in preparation for clinical management of such patients. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Fall

### **DENHY 261 Periodontology III**

**Credits:** 1

Continuation of the study of periodontal disease. Emphasis is placed upon the surgical, reconstructive and maintenance phases of periodontal therapy. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Fall

### **DENHY 270 Professional Issues**

**Credits:** 1

Lecture and discussion regarding the practice of dental hygiene including resume development, interviewing techniques, patient scheduling systems, employment contracts and dental staff relations. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Spring

### **DENHY 271 Public Health/Community Dentistry**

**Credits:** 2

Introduction to the basic principles of public health theory, methods, research, social epidemiology and its impact on dental health education and the dental care delivery system. Limited to students in the Dental Hygiene Program. Mandatory decimal

grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 171 with a grade of 2.5 or higher, or permission of the instructor.

**When Typically Offered:** Winter

### **DENHY 272 Special Community Dental Health Project**

**Credits:** 1

Advanced study in community dental health with group community projects to be arranged on an individual basis with the instructor. Limited to students accepted into the Dental Hygiene Program. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 171 and DENHY 271 with a grade of 2.5 or higher for each course, or permission of the instructor.

**When Typically Offered:** Spring

### **DENHY 278 Extramural Clinic I**

**Credits:** 1

Special clinical rotation for second-year students to attend individualized clinical experiences, with dental hygiene treatment for patients in extramural community clinics. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of the instructor.

**When Typically Offered:** Winter

### **DENHY 281 Restorative Dentistry III**

**Credits:** 3

A study of restorative dentistry procedures and materials including the chemical and physical properties, selection, usage and manipulation. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 182 with a grade of 2.5 or higher, or permission of the instructor.

**When Typically Offered:** Fall

### **DENHY 282 Restorative Dentistry Preclinic and Clinic**

**Credits:** 3

Preclinical laboratory exercises in the placement and finishing of amalgam and composite restorations. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and completion of DENHY 281 with a grade of 2.5 or higher, or permission of the instructor.

**When Typically Offered:** Fall

### **DENHY 283 Restorative Clinic I**

**Credits:** 2

Clinical experience in restorative dentistry procedures. Limited to students accepted into the Dental Hygiene Program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program

and completion of DENHY 281 and DENHY 282 with a grade of 2.5 or higher for each course, or permission of the instructor.

**When Typically Offered:** Winter

### **DENHY 284 Restorative Clinic II**

**Credits:** 2

Clinical experience in restorative dentistry procedures. Limited to students accepted into the Dental Hygiene program. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program and successful completion of DENHY 283 or permission of the instructor.

**When Typically Offered:** Spring

### **DENHY 288 Extramural Clinic II**

**Credits:** 1

Special clinical rotation for second-year students to attend individualized clinical experiences, with dental hygiene treatment for patients in extramural community clinics. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Dental Hygiene Program or permission of instructor.

**When Typically Offered:** Spring

### **DENHY 291 Special Topics In Dental Hygiene**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in dental hygiene.

**Prerequisite Required:** Acceptance into the Dental Hygiene program.

### **DENHY 292 Special Topics In Dental Hygiene**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in dental hygiene.

**Prerequisite Required:** Acceptance into the Dental Hygiene program.

**When Typically Offered:** Fall, Winter, Spring

### **DENHY 293 Special Topics In Dental Hygiene**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in dental hygiene.

**Prerequisite Required:** Acceptance into the Dental Hygiene program.

**When Typically Offered:** Fall, Winter, Spring

### **DENHY 297 Individual Project In Dental Hygiene**

**Credits:** 1

Individual project in a specific area of dental hygiene. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

### **DENHY 298 Individual Project In Dental Hygiene**

**Credits:** 2

Individual project in a specific area of dental hygiene. Mandatory

decimal grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

### **DENHY 299 Individual Project In Dental Hygiene**

**Credits:** 3

Individual project in a specific area of dental hygiene. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

## **Developmental Education**

### **DEVED 043 Math Skills for Life 4**

**Credits:** 1- 5

Students apply, in various situations, mathematical concepts and procedures to estimate, solve problems, and/or carry out tasks involving whole numbers, decimals, fractions, ratio and proportion, percents, measurements, and tables and graphs. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **DEVED 080 Critical Thinking In College and Work**

**Credits:** 10

Students improve their critical and creative thinking skills to become successful in college. Students learn strategies for reading, writing, problem-solving, self-assessment, and navigating college systems in the context of their transfer or professional goals. Registration requires the signature of an approved advisor. Student option grading.

**Prerequisite Required:** Placement level appropriate to ENGL 080.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **DEVED 090 Reading/Writing for Academic Career Goals**

**Credits:** 10

Students develop abilities for successful reading, writing and learning in college transfer or prof-tech programs. They learn how knowledge and information are organized and how to improve achievement of educational goals. Students work on academic/career goals. Student option grading.

**Prerequisite Required:** Completion of DEVED 080 or ENGL 080 with a 2.0 or better, or placement into DEVED 090, or advisor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **DEVED 092 Special Topics In Developmental Education**

**Credits:** 1-2

Classes focus on specific issues and/or topics of interest in DEVED.

### **DEVED 100 Analytical Reading and Writing**

**Credits:** 5

Students develop analytical reading, writing, and thinking skills

necessary for successful college-level study. The course is sometimes taught in the context of a transfer or professional-technical program. Student option grading.

**Prerequisite Required:** Completion of DEVED 090 or ENGL 090 with a 2.0 or better, or placement into DEVED 100, or advisor permission.

**When Typically Offered:** Fall, Winter, Spring

## Drama

### DRMA 144 Acting 1

**Credits: 5**

An introduction to the craft of acting. Students learn theory and practice of acting through exercises, rehearsals and games, improving their ability to concentrate, relax, listen, observe and practice empathy. Open to all levels of experience. Student option grading.

**When Typically Offered:** Summer, Fall

### DRMA 145 Acting 2

**Credits: 5**

A continued practice and introduction to the craft of acting. Students learn the theory and practice of acting through exercises, rehearsals and games, improving their ability to concentrate, relax, listen and observe and practice empathy. Open to all levels of experience. Student option grading.

**When Typically Offered:** Winter

### DRMA 146 Acting 3

**Credits: 5**

A continued practice and introduction to the craft of acting. Students learn the theory and practice of acting through exercises, rehearsals and games, improving their ability to concentrate, relax, listen and observe and practice empathy. Open to all levels of experience. Student option grading.

**When Typically Offered:** Spring

### DRMA 155 Acting for Television and Film

**Credits: 3**

Dramatic and commercial acting for work in film, television and commercials. Learn auditioning styles, acting technique and the marketing skills needed for a successful screen acting career. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### DRMA 156 Acting, Writing, Directing for the Camera I

**Credits: 5**

A fast-paced introduction to film and video production. Discussion of films in terms of cinematic styles, acting and screenplay structure along with exercises in acting, directing, writing and filming of original productions. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### DRMA 157 Acting, Writing, Directing for the Camera 2

**Credits: 5**

A continued fast-paced introduction to film and video production. Discussion of films in terms of cinematic styles, acting and screenplay structure along with exercises in acting, directing, writing and filming of original productions. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### DRMA 207 Theatrical Production

**Credits: 1**

Laboratory for students participating in theatrical and video/film productions for the viewing public including writing, acting, directing, designing, technical theater and/or marketing. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### DRMA 208 Theatrical Production

**Credits: 2**

Laboratory for students participating in theatrical and video/film productions for the viewing public including writing, acting, directing, designing, technical theater and marketing. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### DRMA 209 Theatrical Production

**Credits: 3**

Laboratory for students participating in theatrical and video/film productions for the viewing public including writing, acting, directing, designing, technical theater and/or marketing. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### DRMA 224 Theater Career Planning and Auditioning

**Credits: 2**

Study of possible career opportunities in theater and film productions and the process of selection and application to programs and schools through interviews, resumes. Student option grading.

**When Typically Offered:** Spring

### DRMA 225 Improvisational Theater

**Credits: 2**

A study of individual and ensemble techniques, the course is concerned with developing the ability to respond creatively and improvisationally to a variety of situations. Student option grading.

**When Typically Offered:** Winter

### DRMA 226 Children's Theater Production

**Credits: 5**

A collaborative, student-driven course in which members write, design, and perform an original theatrical production for children and adults. Student option grading.

**When Typically Offered:** Fall, Spring

## **DRMA 234 Experimental Theater: Faculty Directed**

**Credits: 1- 5**

Students explore historical and contemporary non-traditional and experimental theater through the performance of faculty-directed new play scripts. Student option grading.

**Instructor permission required:** Admission by permission of instructor after audition.

**When Typically Offered:** Fall

## **DRMA 235 Experimental Theater: Student Directed**

**Credits: 1- 5**

Explore historical and contemporary non-traditional theater through experimental scripts written, directed, and performed by students. Student option grading.

**Instructor permission required:** Admission by permission of instructor after audition.

**When Typically Offered:** Spring

## **DRMA 244 Stage Technology**

**Credits: 5**

Students examine the fundamental theories, principles, and history of the techniques and equipment used for stage scenery, sound, and lighting. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **DRMA 245 Beginning Stage Lighting**

**Credits: 5**

Immersion in the theories, drafting techniques, and equipment used for stage lighting. Includes instruction in light pilot design and USITT drafting standards. Student option grading.

**When Typically Offered:** Winter

## **DRMA 246 Scenic Stage Design I**

**Credits: 1- 5**

Practicum in the theories, techniques and practices used in scenic design and in creating stage settings. Student option grading.

**When Typically Offered:** Spring

## **DRMA 255 Directing**

**Credits: 5**

Theory and practice in directing for stage productions. Attention given to all aspects from selection to actual production. Student option grading.

**When Typically Offered:** Summer, Winter, Spring

## **DRMA 291 Special Topics In Drama**

**Credits: 1**

Classes focus on specific issues and/or topics of interest in Drama. Student option grading.

**When Typically Offered:** Winter

## **DRMA 292 Special Topics In Drama**

**Credits: 2**

Classes focus on specific issues and/or topics of interest in drama.

## **DRMA 293 Special Topics In Drama**

**Credits: 3**

Classes focus on specific issues and/or topics of interest in drama.

## **DRMA 295 Special Topics In Drama**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in drama.

## **DRMA 297 Individual Project In Drama**

**Credits: 1**

Individual project in a specific area of drama. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **DRMA 298 Individual Project In Drama**

**Credits: 2**

Individual project in a specific area of drama. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **DRMA 299 Individual Project In Drama**

**Credits: 3**

Individual project in a specific area of drama. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **DRMA& 101 Introduction to Theatre**

**Credits: 5**

Students explore dramatic traditions by reading and analyzing plays from ancient to contemporary times. Student option grading.

**When Typically Offered:** Fall, Spring

## **DRMA& 101W Introduction to Theatre**

**Credits: 5**

Students explore dramatic traditions by reading and analyzing plays from ancient to contemporary times. Student option grading.

**When Typically Offered:** Fall, Spring

## **Early Childhood Education**

### **ECED& 105 Introduction to Early Childhood Education**

**Credits: 5**

Overview of the foundations of Early Childhood Education.

Examine theories defining the field, issues and trends, best practices and program models. Observe children, professionals and programs in action. Mandatory decimal grading.

**When Typically Offered:** Winter, Spring

### **ECED& 107 Health, Safety and Nutrition**

**Credits:** 5

This course promotes knowledge and skills to ensure good health, nutrition, and safety of children in group care. It examines the signs of abuse and neglect, responsibilities for mandated reporting, and available community resources. Mandatory decimal grading.

**When Typically Offered:** Summer, Winter

### **ECED& 120 Practicum-Nurturing Relationships**

**Credits:** 2

In an early learning setting, engage in establishing nurturing, supportive relationships with all children and professional peers. Focus on children's health & safety, promoting growth & development, and creating a culturally responsive environment. Mandatory decimal grading.

**When Typically Offered:** Summer, Winter

### **ECED& 132 Infants/Toddlers Care**

**Credits:** 3

Examine the unique developmental needs of infants and toddlers. Study the role of the caregiver, relationships with families, developmentally appropriate practices, nurturing environments for infants and toddlers, and culturally relevant care. Mandatory decimal grading.

**When Typically Offered:** Fall

### **ECED& 160 Curriculum Development**

**Credits:** 5

Investigate learning theory, program planning, tools and methods for curriculum development promoting language, fine/gross motor, social-emotional, cognitive and creative skills and growth in children birth through age 8 utilizing developmentally appropriate and culturally responsive practice. Mandatory decimal grading.

**When Typically Offered:** Winter

### **ECED& 170 Environments for Young Children**

**Credits:** 3

Design, evaluate, and improve indoor and outdoor environments that ensure quality learning and nurturing experiences, and optimize the development of the young child. Mandatory decimal grading.

**When Typically Offered:** Spring

### **ECED& 180 Language and Literacy Development**

**Credits:** 3

Explore teaching strategies for language acquisition and literacy skill development at each developmental stage (birth-age 8) through the four interrelated areas of speaking, listening, writing, and reading. Mandatory decimal grading.

**When Typically Offered:** Fall

### **ECED& 190 Observation and Assessment**

**Credits:** 3

Collect and record observation of and assessment data on young children in order to plan for and support the child, the family, the group, and the community. Practice reflection techniques, summarizing conclusions, and communicating findings.

Mandatory decimal grading.

**When Typically Offered:** Spring

## **Economics**

### **ECON 100 Survey of Economic Principles**

**Credits:** 5

A survey of how capitalism works: how we choose what to buy, where to work, and how businesses and governments affect our lives, the environment, and the world. Not recommended for students seeking a bachelor's degree in economics or business. Mandatory decimal grading.

**Prerequisite Required:** Placement in ENGL 099 or higher.

**When Typically Offered:** Fall, Winter, Spring

### **ECON 291 Special Topics In Economics**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in Economics. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ECON 292 Special Topics In Economics**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Economics. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ECON 293 Special Topics In Economics**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in Economics. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ECON 294 Special Topics In Economics**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in Economics. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ECON 295 Special Topics In Economics**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in Economics. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ECON 297 Individual Project In Economics**

**Credits:** 1

Individual project in a specific area of economics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **ECON 298 Individual Project In Economics**

**Credits: 2**

Individual project in a specific area of Economics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **ECON 299 Individual Project In Economics**

**Credits: 3**

Individual project in a specific area of Economics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **ECON& 201 Micro Economics**

**Credits: 5**

How do consumer and producer choices influence social outcomes? Issues include competition and corporate power, wealth and poverty, environmental quality, and role of government in a market economy. Mandatory decimal grading.

**Prerequisite Required:** MATH 098 or MATH 099 with a grade of 2.0 or better. Placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ECON& 202 Macro Economics**

**Credits: 5**

What determines national economic growth and prosperity? What causes booms and busts? What are the effects of government policies regarding taxes, government spending and money supply? Issues include: unemployment, inflation, international trade and globalization. Mandatory decimal grading.

**Prerequisite Required:** ECON& 201 or equivalent with a grade of 2.0 or better, and placement into MATH 099. Completion of ENGL 099 or EAP 099 /EAPAB 099 or equivalent with a grade of 2.0 or better, or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Education**

### **EDUC 118 Math In Early Education**

**Credits: 5**

Students will learn to integrate effective and developmentally appropriate math content and processes into supporting the learning of pre-K through 2nd grade children. Topics related to understanding and managing testing and IEP practices in early education are included. Student option grading.

**Prerequisite Required:** MATH 070 or equivalent and one Education course or permission of instructor.

**When Typically Offered:** Spring

### **EDUC 210 Best Practices In Special Education**

**Credits: 5**

Explore the systems and instructional methods used to teach exceptional students in regular and special education. Develop

strategies for collaboration between professionals and parents. Student option grading.

**Prerequisite Recommended:** EDUC& 204

**When Typically Offered:** Spring

### **EDUC 290 Student Internship I**

**Credits: 5**

This is the introductory level of the student internship sequence. Each student will gain experience in a classroom setting and apply skills in teamwork, classroom management, curriculum development, teaching and professionalism. Develop a portfolio and attend weekly seminars. Student option grading.

**Prerequisite Recommended:** Five Education courses or prior work experience with children.

**When Typically Offered:** Winter

### **EDUC 291 Special Topics In Education**

**Credits: 1**

Classes focusing on specific issues and/or topics of interest in Education.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EDUC 292 Special Topics In Education**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in Education.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EDUC 293 Special Topics In Education**

**Credits: 3**

Classes focusing on specific issues and/or topics of interest in Education.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EDUC 294 Special Topics In Education**

**Credits: 4**

Classes focusing on specific issues and/or topics of interest in Education.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EDUC 295 Special Topics In Education**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Education.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EDUC 296 Student Internship II**

**Credits: 5**

This is the advanced level of the student internship sequence. Each student is expected to work as a team member and demonstrate professionalism in a supervised education setting. Student will learn skills in classroom management, curriculum design and material development. Continued weekly seminars & portfolio development. Student option grading.

**Prerequisite Required:** EDUC 290.

**When Typically Offered:** Spring



## **EDUC 297 Individual Project In Education**

### **Credits: 1**

Individual project in a specific area of education. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **EDUC 298 Individual Project In Education**

### **Credits: 2**

Individual project in a specific area of education. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **EDUC 299 Individual Project In Education**

### **Credits: 3**

Individual project in a specific area of education. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **EDUC& 101 Paraeducator Basics**

### **Credits: 3**

An introduction to roles and responsibilities of the paraeducator in the K-12 educational system. Students will explore techniques supporting instruction, professional and ethical practices, positive and safe learning environments, effective communication, and teamwork. Mandatory decimal grading.

**When Typically Offered:** Fall

## **EDUC& 115 Child Growth and Development**

### **Credits: 5**

Build a foundation for explaining how children develop, from conception through early adolescence. Explore various developmental theories, methods for documenting growth, and impact of brain development. Topics addressed: stress, trauma, culture, race, gender identity, socioeconomic status, family status, language, and health issues. Student option grading.

**When Typically Offered:** Summer, Fall, Spring

## **EDUC& 130 Guiding Behavior**

### **Credits: 3**

Examine the principles and theories that promote social competence in young children and create safe learning environments. Develop skills to encourage effective interactions, provide positive individual guidance, and enhance group experiences. Mandatory decimal grading.

**When Typically Offered:** Fall

## **EDUC& 150 Child, Family, Community**

### **Credits: 3**

This course integrates the family and community contexts in which a child develops. Explores cultures and demographics of families in society, community resources, strategies for involving families in the education of their child, and tools for effective communication. Mandatory decimal grading.

**When Typically Offered:** Winter

## **EDUC& 191 Field Experience I**

### **Credits: 5**

In a pre-K-12 setting, work alongside a teacher/paraeducator, observing and demonstrating best practices. In seminar and reflection, link experiences with WA State Paraeducator Basic Competencies. Mandatory decimal grading.

**Instructor permission required:** Yes.

## **EDUC& 202 Introduction to Education**

### **Credits: 5**

A survey of history, philosophy, principles, issues, and trends in American Education. Includes opportunities for observation of educational models and exploration of career paths. Mandatory decimal grading.

**When Typically Offered:** Fall

## **EDUC& 204 Introduction to Inclusive Education**

### **Credits: 5**

Recognize and identify exceptionality in children from birth through high school. Includes state and federal special education policies, regulations and services, as well as adaptations for special needs students in general education classrooms.

Mandatory decimal grading.

**Prerequisite Recommended:** EDUC& 202

**When Typically Offered:** Fall

## **EDUC& 240 Diversity in Education**

### **Credits: 5**

Explore diversity and social justice issues that influence educational settings. Examine historical and current social and political contexts in schools and their resulting impact on children, teachers, and families. Previously EDUC 117. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall

## **EDUC& 291 Field Experience II**

### **Credits: 3**

In pre-K-12 setting, work alongside teacher/paraeducator, observing and demonstrating best practices. In seminar and reflection, link experiences with WA State Paraeducator Competencies for ELL and Special Education. Mandatory decimal grading.

**Instructor permission required:** Yes.

## **Education Learning Assistance**

### **EDULA 199 Tutoring Writing & Learning: Theory & Practice**

#### **Credits: 3**

This course combines classroom instruction with supervised practice for students wanting to work as tutors in The Writing & Learning Studio. Topics include writing center theory and practice, learning theory, and tutoring principles and strategies with a focus on helping writers during all stages of the writing process. Student option grading.

**Prerequisite Required:** Minimum grade of 3.5 in ENGL& 101 and interview with instructor.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **EDULA 291 Special Topics In Education Learning Assistance**

**Credits:** 1

Classes focus on specific issues and/or topics of interest in education learning assistance.

## **EDULA 292 Special Topics In Education Learning Assistance**

**Credits:** 2

Classes focus on specific issues and/or topics of interest in education learning assistance.

# **Engineering**

## **ENGR 090 Independent Study Engineering**

**Credits:** 3

**Variable Credit:** Yes.

Students study engineering topics individually or in small groups using the Computer Science and Engineering Learning Center. This course is an opportunity for tutorial instruction, exploration of available campus resources, and college success topics. No appointments are necessary. Mandatory P/NC grading.

**Prerequisite Required:** Concurrent enrollment in any ENGR or ENGR& course required.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ENGR 100 Introduction to Engineering and Design**

**Credits:** 4

Introduction to the engineering profession and design process. Course includes guest speakers, team activities, and career planning. Communication, creative skills, and teamwork are developed utilizing journals, written reports, poster presentations, and sketching. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

## **ENGR 102 Introduction to Electronics**

**Credits:** 5

Introduction to electronics, test equipment and manufacture of electronic systems using a project based approach. Covers manufacturing techniques, including prototyping, assembly and soldering. Projects will include alternative energy systems characterization, sound modulation and music synthesis. Mandatory decimal grading.

**Prerequisite Required:** MATH 099 and ENGL 099 or EAP 099, with grades of 2.0 or better.

**When Typically Offered:** Fall, Winter, Spring

## **ENGR 115 Introduction to Statics and Engineering Problems**

**Credits:** 5

Introduction to fundamental engineering principles including dimensional analysis, vector algebra, statics, and selected

engineering topics. Designed to develop ability to analyze and solve engineering problems in a clear systematic manner.

Mandatory decimal grading.

**Prerequisite Required:** ENGR& 114 and MATH& 142 with a grade of 2.0 or better.

**When Typically Offered:** Summer, Winter

## **ENGR 202 Design of Logic Circuits**

**Credits:** 5

Introduction to the basic components of logic circuits. Design and analysis of combinational and sequential logic circuits using relevant theorems, mathematical models, and hardware description language. Includes exposure to modern methods and design tools. Mandatory decimal grading.

**Prerequisite Required:** Prior programming experience and placement into ENGL& 101, and MATH 099 with a grade of 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

## **ENGR 206 Advanced Solid Works**

**Credits:** 3

Advanced 3D CAD models using SolidWorks parametric solid modeling; swept and lofted shapes; assembly interference checking, collision detection, dynamic clearance, physical dynamics and simulation surfaces, use of Photo Works rendering, and Cosmos FEA in linear static, frequency, buckling, and thermal analysis. Mandatory decimal grading.

**Prerequisite Required:** ENGR& 114 with a grade of 2.0 or better, or instructor permission.

**When Typically Offered:** Winter, Spring

## **ENGR 240 Applied Numerical Methods**

**Credits:** 5

Numerical solutions to problems in engineering and science using modern scientific computing tools. Application of mathematical judgment in selecting computational algorithms and communicating results. Introduction to MATLAB programming for numerical computation. Mandatory decimal grading.

**Prerequisite Recommended:** CS 121 or CS& 141 or ENGR 202 with 2.0 or better strongly recommended. MATH 208 recommended.

**Prerequisite Required:** MATH 207 with 2.0 or better (may be taken concurrently).

**When Typically Offered:** Spring

## **ENGR 294 Special Topics: Engineering**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in engineering.

## **ENGR 297 Individual Project In Engineering**

**Credits:** 1

Individual project in a specific area of engineering. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **ENGR 298 Individual Project In Engineering**

### **Credits: 2**

Individual project in a specific area of engineering. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **ENGR 299 Individual Project In Engineering**

### **Credits: 3**

Individual project in a specific area of engineering. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **ENGR& 104 Introduction to Design:**

### **Mechatronics & Robotics**

#### **Credits: 5**

Introduction to design methodologies using mechatronics and robotics systems as case studies. Students will learn principles of design methods, then use rapid prototyping tools to design and build electronics and mechanical components, assemble these into a robot and program it to accomplish a specific design goal. Mandatory decimal grading.

**Prerequisite Required:** ENGR& 114 or ENGR 102 or CS 121 or CS& 141 or ENGR 202 or PHYS& 221, with a grade of 2.0 or better.

**When Typically Offered:** Winter

## **ENGR& 114 Engineering Graphics**

### **Credits: 5**

Development of 2D and 3D visualization skills, fundamentals of orthographic projection, isometric and engineering drawings and dimensioning using hand sketching, AutoCAD, and Solid Works. Mandatory decimal grading.

**Prerequisite Required:** ENGL 099 or EAP 099, and MATH 099, with grades of 2.0 or better, or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ENGR& 204 Electrical Circuits**

### **Credits: 6**

Introduction to basic circuit and systems concepts. Development of mathematical models of components including resistors, sources, capacitors, inductors, operational amplifiers and transistors. Solution of first and second order linear differential equations associated with circuit forms. Steady state sinusoidal excitation and phasors. Mandatory decimal grading.

**Prerequisite Required:** PHYS& 222 or ENGR 102, and MATH 207, with grades of 2.0 or better.

**When Typically Offered:** Fall, Spring

## **ENGR& 214 Statics**

### **Credits: 5**

Principles of engineering statics, basic concepts, resultants, force couple relationships, equilibrium diagrams, equilibrium analysis, three-dimensional structures, two-dimensional frames, trusses, beams and friction. Vector algebra used throughout the course. Mandatory decimal grading.

**Prerequisite Recommended:** Completion of MATH& 151 is strongly recommended before enrolling in ENGR& 214, but may be taken concurrently.

**Prerequisite Required:** ENGR& 114, ENGR 115 with a grade of 2.0 or better.

**When Typically Offered:** Spring

## **ENGR& 215 Dynamics**

### **Credits: 5**

A general treatment of the dynamics of particles and rigid bodies using vectors; kinematics, kinetics, momentum and energy principles for particles and rigid bodies; use of total acceleration equation. Mandatory decimal grading.

**Prerequisite Required:** PHYS& 221, ENGR& 214 and MATH& 163 with grades of 2.0 or better. (MATH& 163 may be taken concurrently.)

**When Typically Offered:** Spring

## **ENGR& 225 Mechanics of Materials**

### **Credits: 5**

An introduction to the mechanics of solids, strain and deformation, stress, stress-strain relationships; torsion, stresses due to bending; combined stresses using Mohr's circle. Mandatory decimal grading.

**Prerequisite Required:** ENGR& 214 and MATH& 152 with grades of 2.0 or better.

**When Typically Offered:** Winter

## **English**

### **ENGL 080 Critical Thinking In College and Life**

#### **Credits: 10**

Students improve their critical and creative thinking skills to become successful in college. Students learn strategies for reading, writing, problem-solving, self-assessment, and navigating college systems in the context of their educational goals and life interests. Student option grading.

**Prerequisite Required:** Placement into ENGL 080. Registration requires the signature of an approved advisor.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ENGL 089 Learning Studio**

#### **Credits: 1-3**

Students work on level-appropriate assignments to develop vocabulary, study strategies, and/or reading comprehension using The Writing & Learning Studio resources. Possible topics: memory, note-taking, learning from textbooks, English word study, critical reading skills. For students in all disciplines. 20 hours attendance for each credit. Mandatory P/NC grading.

**Prerequisite Required:** Non-native English speakers must be above ESL Level 4.

**When Typically Offered:** Fall, Winter, Spring

### **ENGL 090 Reading and Writing In the Academic Subjects**

#### **Credits: 5**

Students develop abilities for successful reading, writing and

learning in college. They learn how knowledge and information are organized in college and how to improve achievement across disciplines. Students explore academic/career goals. Usually offered in conjunction with Study Skills 100 for a total of 10 credits. Student option grading.

**Prerequisite Required:** Completion of ENGL 080 or equivalent with a 2.0 or better, or placement into ENGL 090, or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ENGL 098 Writing Studio**

**Credits:** 1-3

Students work on level-appropriate writing activities for academic professional, or personal enhancement using The Writing & Learning Studio resources. Possible activities: essays, research papers, resumes, personal statements, grammar, spelling, punctuation. Useful for students in all disciplines. Each credit requires 20 hours attendance. Previously ENGL 099. Mandatory P/NC grading.

**Prerequisite Required:** Non-native English speakers must be above ESL Level 4.

**When Typically Offered:** Fall, Winter, Spring

## **ENGL 099 Analytical Reading and Writing**

**Credits:** 5

Students develop analytical reading, writing, and thinking skills necessary for writing college-level essays. Previously ENGL 100. Student option grading.

**Prerequisite Required:** Completion of ENGL 090 or equivalent with a 2.0 or better, or placement into ENGL 099, or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ENGL 154 Great Works of Asian Literature**

**Credits:** 5

Students explore classic literature of Asian countries such as China, Japan, India, Vietnam & Korea. They will examine how the literature and sense of beauty in each country are influenced by Asian thought: Buddhism, Daoism, Confucianism and Hinduism. Texts may include fiction, plays, film and poetry. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL 154W Great Works of Asian Literature**

**Credits:** 5

Students explore classic literature of Asian countries such as China, Japan, India, Vietnam & Korea. They will examine how the literature and sense of beauty in each country are influenced by Asian thought: Buddhism, Daoism, Confucianism and Hinduism. Texts may include fiction, plays, film and poetry. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL 200 Survey of World Literature**

**Credits:** 5

Students read a sample of fiction, poetry, drama and other genres

from around the world. Students explore the features of these different forms, the role of culture and history in shaping the literature of various nations and various cultures' distinct conceptions of literature. Student option grading.

**Prerequisite Required:** Completion of ENGL 099 or EAP 099 with 2.0 or higher, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 200W Survey of World Literature**

**Credits:** 5

Students read a sample of fiction, poetry, drama and other genres from around the world. Students explore the features of these different forms, the role of culture and history in shaping the literature of various nations and various cultures' distinct conceptions of literature. Student option grading.

**Prerequisite Required:** Completion of ENGL 099 or EAP 099 with 2.0 or higher, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 207 Introduction to Irish Literature**

**Credits:** 5

Students explore Irish culture through myth, fiction, poetry, and plays. Includes works written in English and translated from Gaelic. Periods may include Celtic, medieval, colonial, Irish Renaissance, and contemporary. Authors range from Nobel winners like Yeats, Joyce, and Heaney to regional authors such as Morrissey and Kavanagh. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

**When Typically Offered:** Fall, Spring

## **ENGL 207W Introduction to Irish Literature**

**Credits:** 5

Students explore Irish culture through myth, fiction, poetry, and plays. Includes works written in English and translated from Gaelic. Periods may include Celtic, medieval, colonial, Irish Renaissance, and contemporary. Authors range from Nobel winners like Yeats, Joyce, and Heaney to regional authors such as Morrissey and Kavanagh. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

**When Typically Offered:** Fall, Spring

## **ENGL 229 Gothic Literature**

**Credits:** 5

Students explore how Gothic literature challenges conventional views through horror, the irrational, & the supernatural & examines how this literature expresses political, social, and cultural fears. They also trace the genre's transformations through three centuries of British & American literature and film. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Fall

## **ENGL 229W Gothic Literature**

**Credits:** 5

Students explore how Gothic literature challenges conventional

views through horror, the irrational, & the supernatural & examines how this literature expresses political, social, and cultural fears. They also trace the genre's transformations through three centuries of British & American literature and film. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Fall

## **ENGL 247 African American Literature**

**Credits:** 5

Students study African-American literature in its social, political, historical and cultural context. We will explore how the literature reflects experiences unique to African-Americans while presenting characters, settings, themes and experiences shared by all: heartbreak, joy, fear, loss, love and death. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL 247W African American Literature**

**Credits:** 5

Students study African-American literature in its social, political, historical and cultural context. We will explore how the literature reflects experiences unique to African-Americans while presenting characters, settings, themes and experiences shared by all: heartbreak, joy, fear, loss, love and death. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL 248 Modern American Women Writers**

**Credits:** 5

This course examines how modern women writers explore, express, & construct identity and experience through literature. Read literature from multiple perspectives and cultures in the U.S. Authors may include Hurston, Erdrich, Lahiri, Lorde, Morrison, Ozick, Tan, Viamontes, Wharton and Yamamoto. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Winter

## **ENGL 248W Modern American Women Writers**

**Credits:** 5

This course examines how modern women writers explore, express, & construct identity and experience through literature. Read literature from multiple perspectives and cultures in the U.S. Authors may include Hurston, Erdrich, Lahiri, Lorde, Morrison, Ozick, Tan, Viamontes, Wharton and Yamamoto. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Winter

## **ENGL 257 Literature of Latin America**

**Credits:** 5

Students explore the literature of several Latin American countries through various genres and time periods, with emphasis upon this literature's immense and enduring global popularity since the

latter 20th Century. Authors may include Marquez, Borges, Neruda, Cortazar, Fuentes, and Allende. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 257W Literature of Latin America**

**Credits:** 5

Students explore the literature of several Latin American countries through various genres and time periods, with emphasis upon this literature's immense and enduring global popularity since the latter 20th Century. Authors may include Marquez, Borges, Neruda, Cortazar, Fuentes, and Allende. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 265 Experiential Learning Portfolio Design**

**Credits:** 3

Students design portfolios containing essays, resumes, letters of request, and documentation for Credit for Prior Experiential Learning requests. Students gain knowledge of adult learning strategies and skills. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ENGL& 101, BTWRT 215, or ENGL& 101 challenge test.

## **ENGL 271 Beginning Poetry Writing I**

**Credits:** 5

Students discover the pleasure and craft of writing poetry in a variety of styles and voices. Students read the works of other poets as models of form and technique and submit drafts of poems for peer feedback in a workshop setting. Student option grading.

**Prerequisite Required:** Successful completion of ENGL& 101 or equivalent with instructor permission.

**When Typically Offered:** Winter

## **ENGL 272 Beginning Poetry Writing II**

**Credits:** 5

Continues the work of ENGL 271: Students discover the pleasure and craft of writing poetry in a variety of styles and voices. Students read the works of other poets as models of form and technique and submit drafts of poems for peer feedback in a workshop setting. Student option grading.

**Prerequisite Required:** ENGL 271 or instructor permission.

**When Typically Offered:** Winter

## **ENGL 276 Advanced Expository Writing**

**Credits:** 5

Students build on skills from earlier writing courses and expand their strategies for composing effective non-fiction prose. Writing forms may include argumentation, genre, research, discipline specific, and interdisciplinary. Student option grading.

**Prerequisite Required:** ENGL& 101, or equivalent with instructor permission.

**When Typically Offered:** Fall, Spring

## **ENGL 279 Writing for New Media**

**Credits: 5**

Students write for various purposes in electronic media such as websites, social networking forums, video games, blogs, wikis, webisodes, and others. Students explore organization, style, differences among media, audience analysis, writing for a multimedia environment, and collaborative writing. Specific content varies. Basic familiarity with computers, the Internet, and word-processing software. Student option grading.

**Prerequisite Required:** ENGL 099 or EAP 099 or placement into ENGL& 101, or writing portfolio with instructor permission.

**When Typically Offered:** Fall

## **ENGL 281 Beginning Short Story Writing I**

**Credits: 5**

Students will explore and write short fiction using plot, character, atmosphere, point of view, symbolism, metaphor, and theme. Using various narrative strategies, they will write and workshop various fictional pieces. They will identify the strengths and limitations of various storytelling media. Student option grading.

**Prerequisite Required:** ENGL& 101.

## **ENGL 282 Beginning Short Story Writing II**

**Credits: 5**

Continues the work of ENGL 281: Students explore and write short fiction using plot, character, atmosphere, point of view, symbolism, metaphor, and theme. Using various narrative strategies, they write and workshop various fictional pieces. They identify the strengths and limitations of various storytelling media. Student option grading.

**Prerequisite Required:** ENGL 281.

## **ENGL 287 European Lit: Masterpieces of Greece and Rome**

**Credits: 5**

Exploring how these works shaped their own cultures and exert a powerful influence upon later cultures, students read the myths, poems, comedies and tragedies of ancient Greece and Rome. Student option grading.

**Prerequisite Required:** Completion of ENGL 099 or EAP 099 with 2.0 or higher, or placement into ENGL& 101.

**When Typically Offered:** Fall, Winter

## **ENGL 287W European Lit: Masterpieces of Greece and Rome (5)**

**Credits: 5**

Exploring how these works shaped their own cultures and exert a powerful influence upon later cultures, students read the myths, poems, comedies and tragedies of ancient Greece and Rome. Student option grading.

**Prerequisite Required:** ENGL& 101 or equivalent with instructor permission.

**When Typically Offered:** Fall, Winter

## **ENGL 288 European Lit: Medieval Through Enlightenment**

**Credits: 5**

Students read works from The Medieval Era through The Age of Enlightenment, considering various genres and countries. Artists may include Dante, Boccaccio, Cervantes, Machiavelli, Goethe, and Voltaire. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 288W European Lit: Medieval Through Enlightenment**

**Credits: 5**

Students read works from The Medieval Era through The Age of Enlightenment, considering various genres and countries. Artists may include Dante, Boccaccio, Cervantes, Machiavelli, Goethe, and Voltaire. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 289 European Lit: Modern to Contemporary**

**Credits: 5**

Students read works from 19th-Century through present-day European literature, considering various genres and countries. Authors may include Dostoevsky, Tolstoy, Kafka, Camus, Ibsen, Collette, Checkov, and Calvino. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 289W European Lit: Modern to Contemporary**

**Credits: 5**

Students read works from 19th-Century through present-day European literature, considering various genres and countries. Authors may include Dostoevsky, Tolstoy, Kafka, Camus, Ibsen, Collette, Checkov, and Calvino. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Spring

## **ENGL 292 Special Topics In English**

**Credits: 2**

Classes focus on specific issues and/or topics of interest in English.

## **ENGL 293 Special Topics In English**

**Credits: 3**

Classes focus on specific issues and/or topics of interest in English.

## **ENGL 294 Special Topics In English**

**Credits: 4**

Classes focus on specific issues and/or topics of interest in English.

## **ENGL 294W Special Topics In English - W**

**Credits: 4**

Classes focus on specific issues and/or topics of interest in English.

## **ENGL 295 Special Topics In English**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in English.

## **ENGL 295W Special Topics In English-W**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in English.

## **ENGL 297 Individual Project In English**

**Credits: 1**

Individual project in a specific area of English. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter

## **ENGL 298 Individual Project In English**

**Credits: 2**

Individual project in a specific area of English. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **ENGL 299 Individual Project In English**

**Credits: 3**

Individual project in a specific area of English. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **ENGL 299W Individual Project In English**

**Credits: 3**

Individual project in a specific area of English. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **ENGL& 101 English Composition I**

**Credits: 5**

Students write essays that display focus, organization, appropriate style, and technical control. They develop skills in critical thinking

and close reading of texts and respond in writing and discussion to assigned topics. Student option grading.

**Prerequisite Required:** Completion of EAP 099, ENGL 099 or equivalent with a 2.0 or better, or placement into ENGL& 101, or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ENGL& 101H English Composition I HC**

**Credits: 5**

Students write essays that display focus, organization, appropriate style, and technical control. They develop skills in critical thinking and close reading of texts and respond in writing and discussion to assigned topics. Mandatory decimal grading.

**Prerequisite Required:** Completion of EAP 099, ENGL 099 or equivalent with a 2.0 or better, or placement into ENGL& 101, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **ENGL& 102 Composition II: Reasoning/Research/Writing**

**Credits: 5**

Students write research essays on various topics. Using both traditional and new information technologies, they develop skills as researchers, critical thinkers and writers of documented analysis and argumentation. Mandatory decimal grading.

**Prerequisite Required:** Completion of ENGL& 101 with a grade of 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ENGL& 102H Composition II: Reasoning/Research/Writing HC**

**Credits: 5**

Students write research essays on various topics. Using both traditional and new information technologies, they develop skills as researchers, critical thinkers and writers of documented analysis and argumentation. Student option grading.

**Prerequisite Required:** Completion of ENGL& 101 with a grade of 2.0 or better.

**When Typically Offered:** Fall, Winter, Spring

## **ENGL& 111 Introduction to Literature**

**Credits: 5**

Students explore poetry, fiction, non-fiction and drama representing multiple perspectives of the human experience. Student option grading.

**Prerequisite Required:** Completion of ENGL 099 or EAP 099 with 2.0 or higher, or placement into ENGL& 101.

**When Typically Offered:** Winter

## **ENGL& 111W Introduction to Literature**

**Credits: 5**

Students explore poetry, fiction, non-fiction and drama representing multiple perspectives of the human experience. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

**When Typically Offered:** Winter

## **ENGL& 112 Introduction to Fiction**

### **Credits: 5**

Students explore techniques of fiction and analyze fictional genres, including short stories and novels from various cultures and time periods, representing multiple perspectives of the human experience. Student option grading.

**Prerequisite Required:** Completion of ENGL 099 or EAP 099 with 2.0 or higher, or placement into ENGL& 101.

**When Typically Offered:** Fall

## **ENGL& 112W Introduction to Fiction**

### **Credits: 5**

Students explore techniques of fiction and analyze fictional genres, including short stories and novels from various cultures and time periods, representing multiple perspectives of the human experience. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

**When Typically Offered:** Fall

## **ENGL& 113 Introduction to Poetry**

### **Credits: 5**

Students explore the mystery, magic and music of poetry. Readings focus on poets in English but may include works in translation from other times and cultures. Students examine the forms, styles and themes of poetry, keeping in mind that a poem is always greater than the sum of its parts. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 113W Introduction to Poetry**

### **Credits: 5**

Students explore the mystery, magic and music of poetry. Readings focus on poets in English but may include works in translation from other times and cultures. Students examine the forms, styles and themes of poetry, keeping in mind that a poem is always greater than the sum of its parts. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 220 Introduction to Shakespeare**

### **Credits: 5**

Students explore Shakespeare's plays and sonnets for their unforgettable characters, brilliant language and timeless themes. Readings and film viewings may include Hamlet, Othello, A Midsummer Night's Dream, Henry V, and The Tempest. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

## **ENGL& 220W Introduction to Shakespeare**

### **Credits: 5**

Students explore Shakespeare's plays and sonnets for their unforgettable characters, brilliant language and timeless themes. Readings and film viewings may include Hamlet, Othello, A Midsummer Night's Dream, Henry V, and The Tempest. Student

option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

## **ENGL& 226 British Literature I**

### **Credits: 5**

Students explore English literature from the Middle Ages to the 17th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

**When Typically Offered:** Fall

## **ENGL& 226W British Literature I**

### **Credits: 5**

Students explore English literature from the Middle Ages to the 17th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

**When Typically Offered:** Fall

## **ENGL& 227 British Literature II**

### **Credits: 5**

Students explore English literature from the 17th century to the late 18th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 227W British Literature II**

### **Credits: 5**

Students explore English literature from the 17th century to the late 18th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres, and perspectives. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 228 British Literature III**

### **Credits: 5**

Students explore English literature from the 19th to the 20th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres and perspectives. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 228W British Literature III**

### **Credits: 5**

Students explore English literature from the 19th to the 20th century and how it reflects and shapes literary, political, historical, and cultural developments. Students will examine a variety of texts, genres and perspectives. Student option grading.



**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 229 Gothic Literature**

**Credits:** 5

Students explore how Gothic literature challenges conventional views through horror, the irrational, & the supernatural & examines how this literature expresses political, social, and cultural fears. They also trace the genre's transformations through three centuries of British & American literature and film. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 229W Gothic Literature**

**Credits:** 5

Students explore how Gothic literature challenges conventional views through horror, the irrational, & the supernatural & examines how this literature expresses political, social, and cultural fears. They also trace the genre's transformations through three centuries of British & American literature and film. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 230 Technical Report Writing**

**Credits:** 3

Students learn the fundamental principles and practices of effective technical writing in business, non-profit and/or government environments. Writing includes reports, letters, resumes, progress reports, brochures, technical reports, newsletters, executive summaries, surveys, and project documentation. Student option grading.

**Prerequisite Required:** ENGL& 101 or equivalent with instructor permission.

**When Typically Offered:** Winter

## **ENGL& 244 American Literature I**

**Credits:** 5

Students explore American literature thematically and examine how it reflects and shapes literary, political, historical, and cultural developments. Each course will focus on a particular theme. Possible themes are: protest, war, the Harlem Renaissance, immigration, or American Dreams. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 244W American Literature I**

**Credits:** 5

Students explore American literature thematically and examine how it reflects and shapes literary, political, historical, and cultural developments. Each course will focus on a particular theme. Possible themes are: protest, war, the Harlem Renaissance, immigration, or American Dreams. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 245 American Literature II**

**Credits:** 5

Students explore how literature in a particular time period reflects and shapes literary movements and political, historical, and cultural developments. Each course may focus on a different time period. Possible timelines are: Colonial to 19th-century; 19th-century; 20th-century and 21st-century. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 245W American Literature II**

**Credits:** 5

Students explore how literature in a particular time period reflects and shapes literary movements and political, historical, and cultural developments. Each course may focus on a different time period. Possible timelines are: Colonial to 19th-century; 19th-century; 20th-century and 21st-century. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 246 American Literature III**

**Credits:** 5

Students explore American literature through a particular genre or literary movement and examine how it reflects and shapes cultural, political, and historical developments. Genres and movements might include one of the following: Modernism, science fiction, protest literature, Beat poets, or LGBT literature. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **ENGL& 246W American Literature III**

**Credits:** 5

Students explore American literature through a particular genre or literary movement and examine how it reflects and shapes cultural, political, and historical developments. Genres and movements might include one of the following: Modernism, science fiction, protest literature, Beat poets, or LGBT literature. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099, or placement into ENGL& 101.

## **English for Academic Purposes - ABE**

### **EAPAB 090 English for Academic Purposes B**

**Credits:** 10

Students prepare for academic coursework, with emphasis on content-based reading and writing for academic purposes, including essays, reports, summaries, and short-answer responses. Students read pre-college level materials, with a focus on academic vocabulary. Student option grading.

**Prerequisite Required:** Completion of ESLAB 060 with Pass or 2.0 or better, or placement on the Shoreline Advanced ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **EAPAB 099 English for Academic Purposes C**

### **Credits: 5**

Students prepare for further academic coursework, refining the skills necessary for ENGL& 101 and college courses. Emphasis is on content-based reading and writing for academic purposes. Students study more complex grammar and vocabulary and read increasingly complex introductory college-level materials. Previously ESL 099 and ESL 100. Student option grading.

**Prerequisite Required:** Completion of EAPAB 090 with Pass or 2.0 or better, or placement on the Shoreline Advanced ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **English for Academic Purposes**

### **EAP 080 English for Academic Purposes**

#### **Credits: 10**

A Students gain skills necessary for success in college courses. Students progress from paragraph to basic essay writing. Students build skills in academic reading. Student option grading. **Prerequisite Required:** Successful completion of ESLAF 070 or appropriate placement on the advanced Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EAP 090 English for Academic Purposes B**

#### **Credits: 10**

Students prepare for academic coursework, with emphasis on content-based reading and writing for academic purposes, including essays, reports, summaries, and short-answer responses. Students read precollege level materials, with a focus on academic vocabulary. Previously ESL 090. Student option grading.

**Prerequisite Required:** Successful completion of ESLAF 080, ESLAB 060, EAP 080, or placement on the Shoreline Advanced ESL Placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EAP 095 Academic Listening and Speaking**

#### **Credits: 5**

ESL students improve their academic listening and speaking skills to help them succeed in college classes. Students listen to and take notes on lectures and use course topics to practice speaking skills required in academic settings. Students also develop a larger academic vocabulary. Student option grading.

**Prerequisite Required:** Appropriate placement on the Advanced ESL placement test or concurrent enrollment in ESL level 5 or above.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EAP 099 English for Academic Purposes C**

#### **Credits: 5**

Students prepare for further academic coursework, refining the skills necessary for ENGL& 101 and college courses. Emphasis is on content-based reading and writing for academic purposes. Students study more complex grammar and vocabulary and read increasingly complex introductory college-level materials.

Previously ESL 099 and ESL 100. Student option grading.

**Prerequisite Required:** Successful completion of EAP 090 or appropriate placement on the Advanced Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Environmental Science**

### **ENVS 202 Ecology of Natural Landscapes**

#### **Credits: 6**

A study of the ecology of terrestrial and aquatic ecosystems and the interaction between them. This course examines models of how ecosystem processes operate at the watershed and landscape level, and the management options and environmental regulations which evolve from our understanding of those processes. Student option grading.

**Prerequisite Required:** ENVS& 101, equivalent, or instructor permission.

**When Typically Offered:** Winter

### **ENVS 297 Individual Project In Environmental Science**

#### **Credits: 1**

Individual project in a specific area of environmental science. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall

### **ENVS 298 Individual Project In Environmental Science**

#### **Credits: 2**

Individual project in a specific area of environmental science. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall

### **ENVS 299 Individual Project In Environmental Science**

#### **Credits: 3**

Individual project in a specific area of environmental science. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall

### **ENVS& 100 Survey of Environmental Science**

#### **Credits: 5**

A college level telecourse in environmental science which also serves as a resource for courses in biology, ecology, geography, geology and political science. It will utilize written material and television programs and may also serve as a resource for local governments and community action groups in planning and development. Student option grading.

**When Typically Offered:** Fall

## **ENVS& 101 Introduction to Environmental Science**

**Credits: 5**

Examine natural cycles, ecosystems and other basic concepts of ecology. Study the issues of population, pollution and natural resources. The effects of economic, political and scientific decisions on us and our environment. Student option grading.

**Prerequisite Recommended:** Placement into ENGL& 101

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ENVS& 101W Introduction to Environmental Science**

**Credits: 5**

Examine natural cycles, ecosystems and other basic concepts of ecology. Study the issues of population, pollution and natural resources. The effects of economic, political and scientific decisions on us and our environment. Student option grading.

**Prerequisite Recommended:** Placement into ENGL& 101

**When Typically Offered:** Summer, Fall, Winter, Spring

## **English as a Second Language**

### **ESL 005 Special Topics In English As a Second Language**

**Credits: 1- 5**

Classes focusing on specific issues and/or topics of interest in English as a Second Language.

### **ESL 091 Anatomy and Physiology for ESL Students**

**Credits: 5**

This course prepares ESL students for biology and/or health occupation courses. Reading, writing, listening and speaking skills are integrated with an overview of basic anatomy and physiology and selected diseases. ESL and biology faculty co-teach this course. Student option grading.

**Prerequisite Required:** Successful completion of ESL Level 5 or ESL Placement into Level 6 or above.

**When Typically Offered:** Fall, Spring

### **ESL 094 TOEFL Preparation**

**Credits: 3**

Designed for high intermediate or advanced ESL students who need to take the internet-based TOEFL to enter undergraduate and graduate programs. Focus is on question types, test-taking strategies, and listening, reading, writing and speaking skills appropriate for the internet-based TOEFL. Mandatory P/NC grading.

**Prerequisite Required:** Enrollment in or completion of ESL 098 or equivalent or permission of instructor.

**When Typically Offered:** Fall

## **ESL for College and Career**

### **ESLC 010 ESL for College and Career 1**

**Credits: 1-10**

ESLC 010 is the first of six courses that prepare students to use English in college and career by building reading, writing, listening, and speaking skills. Students will be able to provide personal information, describe daily routines, and identify job and job-related abilities. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLC 020 ESL for College and Career 2**

**Credits: 1-10**

ESLC 020 is the second of six courses that prepare students to use English in college and career by building reading, writing, listening, and speaking skills. Students will be able to communicate about topics related to their everyday lives, and their personal, vocational, and academic goals. Mandatory P/NC grading.

**Prerequisite Required:** Completion of ESLC 010 with Pass or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLC 030 ESL for College and Career 3**

**Credits: 1-10**

ESLC 030 is the third of six courses that prepare students to use English in college and career by building reading, writing, listening, and speaking skills. Students will be able to communicate effectively about a range of topics related to their personal, vocational, and academic goals. Mandatory P/NC grading.

**Prerequisite Required:** Completion of ESLC 020 with Pass or placement by Shoreline ESL test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLC 040 ESL for College and Career 4**

**Credits: 1-10**

ESLC 040 is the fourth of six courses that prepare students to use English in college and career by building reading, writing, listening, and speaking skills. Students will be able to communicate effectively about topics related to their education, workplace, and community. Mandatory P/NC grading.

**Prerequisite Required:** Completion of ESLC 030 with Pass or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLC 050 ESL for College and Career 5**

**Credits: 1-10**

ESLC 050 begins to prepare students to advance to pre-college courses and professional/technical training. Students read and listen to a range of texts in order to contribute ideas to discussions, develop opinions, and write paragraphs. Mandatory P/NC grading.

**Prerequisite Required:** Completion of ESLC 040 with Pass or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLC 060 ESL for College and Career 6**

**Credits:** 1-10

ESLC 060 continues to build English skills students need to advance to college courses and professional/technical training. Students read and listen to a range of texts in order to contribute to discussions, develop opinions, and write essays. Mandatory P/NC grading.

**Prerequisite Required:** Completion of ESLC 050 with Pass or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESL/ABE**

### **ESLAB 001 Special Topics In ESLAB**

**Credits:** 1

Classes focus on specific issues and/or topics of interest in ESLAB.

### **ESLAB 002 Special Topics In ESLAB**

**Credits:** 2

Classes focus on specific issues and/or topics of interest in ESLAB.

### **ESLAB 003 Special Topics In ESLAB**

**Credits:** 3

Classes focus on specific issues and/or topics of interest in ESLAB.

### **ESLAB 004 Special Topics In ESLAB**

**Credits:** 4

Classes focus on specific issues and/or topics of interest in ESLAB.

### **ESLAB 005 Special Topics In ESLAB**

**Credits:** 5

Classes focus on specific issues and/or topics of interest in ESLAB.

**When Typically Offered:** Fall

### **ESLAB 006 ESL Through Technology I**

**Credits:** 1-3

Students work on level-appropriate language skills in 4 areas – speaking, listening, reading, writing - and learn basic computer media technology. Mandatory P/NC grading.

**Prerequisite Required:** Placement into ESL levels one or two.

**When Typically Offered:** Fall, Winter, Spring

### **ESLAB 007 ESL Through Technology II**

**Credits:** 1-3

Students work on level-appropriate language skills in 4 areas – speaking, listening, reading, writing - and learn basic computer-media technology. Mandatory P/NC grading.

**Prerequisite Required:** Placement into level three, four, or five.

**When Typically Offered:** Fall, Winter, Spring

## **ESLAB 009 ESL Language Lab**

**Credits:** 1

A learning center for students enrolled in ESL Level 1 to 5. Students practice language skills under supervision of an ESL instructor. Students must attend 20 hours on a drop in basis. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **ESLAB 010 Integrated Skills In English 1**

**Credits:** 10

Students will improve reading, writing and grammar in life skills contexts such as providing personal information, describing daily events, and identifying jobs and work-related abilities. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAB 015 Listening and Speaking In English 1**

**Credits:** 5

Students improve listening and speaking to communicate in contexts such as personal information, schedules, jobs, and work-related abilities. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAB 020 Integrated Skills In English 2**

**Credits:** 10

Students will improve their reading, writing and grammar for home, school, work and community with an emphasis on well-formed sentences. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAB 025 Listening and Speaking In English 2**

**Credits:** 5

Students practice listening and speaking in the contexts of school, work, health, shopping, and places in the community. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAB 030 Integrated Skills In English 3**

**Credits:** 10

Students further develop their reading, writing, and grammar skills with an emphasis on writing basic paragraphs. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAB 035 Listening and Speaking In English 3**

### **Credits: 5**

Students practice more complex listening and speaking tasks in job, school and daily-life situations. Students acquire basic conversational skills. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAB 037 ESLAB Level 3 I-DEA**

### **Credits: 5**

A 5 credit hybrid course providing additional technology, reading, writing, speaking, and listening instruction for students enrolled in ESLAB 030/ESLAB 035. Students develop language and technology skills under supervision of an ESL I-DEA Instructor. Mandatory P/NC grading.

**Prerequisite Required:** Completion of ESLAB 020/ESLAB 025 or placement into ESLAB 030/ESLAB 035.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAB 040 Integrated Skills In English 4**

### **Credits: 10**

Students read about personal, social and cultural issues and write well-organized, detailed paragraphs using more advanced vocabulary and grammar. Students continue to develop life skills. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAB 045 Listening and Speaking In English 4**

### **Credits: 5**

Students continue to develop listening and speaking skills at an increasingly complex level. Students improve communication skills for everyday life and academic preparation. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAB 047 ESL Healthcare Overview**

### **Credits: 5**

ESL Healthcare Overview introduces students to careers in healthcare, common cultural differences found in healthcare settings and an overview of basic human anatomy. Listening, speaking and study skills are integrated into course content. Previously ESLAB 048. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESL level 3 or placement into ESL level 4 or above or by instructor permission.

**When Typically Offered:** Fall

## **ESLAB 050 Integrated Skills In English 5**

### **Credits: 10**

Students read pre-college materials, build vocabulary, use more

advanced grammar and write well-developed and connected paragraphs that combine personal with text-based information. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAB 054 Connecting to College and Careers**

### **Credits: 1**

This course transitions students into college courses and introduces distance learning. Using technology, students enhance their communication skills while learning vocabulary and basic concepts related to careers and educational options. Mandatory P/NC grading.

**Prerequisite Required:** Placement into ESL level five or successful completion of ESL level four or equivalent with instructor permission.

## **ESLAB 055 Listening and Speaking 5**

### **Credits: 5**

This course continues to emphasize listening and speaking at an increasingly complex level. Students improve skills relevant for everyday life and college preparation. They take notes on and discuss short lectures and passages of informal speech. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESLAB 045, ESL placement into level 5, or instructor's permission.

**When Typically Offered:** Fall, Winter, Spring

## **ESLAB 057 ESL Medical Terminology**

### **Credits: 1- 5**

ESL Medical Terminology prepares students for health occupation courses and programs. Students improve their English as they learn medical terms, and an overview of basic anatomy. Medical Terminology and ESL faculty co-teach this course. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESL level 4 or ESL placement into level 5 or by instructor permission.

## **ESLAB 058 Focus On Writing**

### **Credits: 5**

Students practice writing skills to help them succeed in ESL and college classes. Students learn to find and correct errors, review grammar points and mechanics, and write in a variety of contexts. Some emphasis on organization. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESL level 3 or placement into ESL level 4, 5, or 6.

**When Typically Offered:** Fall, Winter, Spring

## **ESLAB 059 English for the Office**

### **Credits: 5**

This course helps prepare ESL students for a career in an office setting. Language and technology skills are integrated with basic computer, software, office terminology, telephone and note-taking skills, basic business document preparation, and job search strategies. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESL level 4,

placement into level 5, or by instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAB 060 Integrated Skills In English 6**

**Credits: 10**

In this integrated reading, writing and grammar course, students gain skills necessary to advance to college courses and professional/ technical training. Students progress from paragraph to basic essay writing. Reading topics vary depending on textbooks and instructor and/or student choice. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESL level 5 or appropriate placement on the CASAS and/or Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAB 067 Anatomy and Physiology for ESL Students**

**Credits: 5**

ESL Anatomy and Physiology prepares students for biology and/or health occupation courses and programs. Students improve their English skills as they learn basic anatomy, physiology and selected diseases. ESL and Biology faculty co-teach this course. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESL Level 4 or ESL placement into Level 5 or above or by instructor permission.

**When Typically Offered:** Fall, Spring

## **ESLAF - International**

### **ESLAF 001 Special Topics In ESLAF**

**Credits: 1**

Classes focus on specific issues and/or topics of interest in ESLAF.

### **ESLAF 004 Special Topics In ESLAF**

**Credits: 4**

Classes focus on specific issues and/or topics of interest in ESLAF.

### **ESLAF 005 Special Topics In ESLAF**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in ESLAF.

### **ESLAF 006 ESL Through Technology I-International**

**Credits: 1-3**

Students work on level-appropriate language skills in 4 areas – speaking, listening, reading, writing - and learn basic computer-media technology. Mandatory P/NC grading.

**Prerequisite Required:** Placement into ESL levels one or two.

**When Typically Offered:** Fall, Winter, Spring

### **ESLAF 007 ESL Through Technology II-International**

**Credits: 1-3**

Students work on level-appropriate language skills in 4 areas – speaking, listening, reading, writing - and learn basic computer-media technology. Mandatory P/NC grading.

**Prerequisite Required:** Placement into level three, four, or five.

**When Typically Offered:** Fall, Winter, Spring

### **ESLAF 010 Integrated Skills In English 1-International**

**Credits: 10**

Students will improve reading, writing and grammar in life skills contexts such as providing personal information, describing daily events, free-time activities and hobbies. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAF 015 Listening and Speaking In English 1-International**

**Credits: 5**

Students improve listening and speaking to communicate in contexts such as personal information, schedules, free-time activities and hobbies. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAF 020 Integrated Skills In English 2-International**

**Credits: 10**

Students will improve their reading, writing and grammar for home, school and community with an emphasis on well-formed sentences. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAF 025 Listening and Speaking In English 2-International**

**Credits: 5**

Students practice listening and speaking in the contexts of school, health, shopping, and places in the community. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of the previous level or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **ESLAF 050 Foundations In ESL A-Integrated Skills (10)**

**Credits: 10**

Students write simple paragraphs on personal topics by combining basic vocabulary and grammar structures. Students

read a variety of texts on personal subjects. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAF 051 Foundations In ESL A-Speaking/Listening**

**Credits: 5**

Students practice speaking and listening skills within school, daily life and social situations. Students practice conversing and speaking clearly. Mandatory P/NC grading.

**Prerequisite Required:** Appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAF 058 Focus On Math**

**Credits: 4**

Focus on Math introduces international ESL students to basic math terminology within the context of life skills. Students learn (or review) basic math skills (arithmetic). Students improve their English skills as they work through basic number and word problems. Mandatory P/NC grading.

**Prerequisite Required:** Placement into ESLAB 010, ESLAB 020 or ESLAF 050.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAF 060 Foundations In ESL B-Integrated Skills**

**Credits: 10**

Students write more complex paragraphs by combining expanded vocabulary and grammar structures. Students read a variety of preacademic texts and materials. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESLAF 050 or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAF 061 Foundations In ESL B-Speaking/Listening**

**Credits: 5**

Students practice speaking and listening skills at an increasingly complex level. Students improve listening skills for everyday life as well as for college preparation and speak clearly enough to be understood by others. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESLAF 051 or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAF 070 Foundations In ESL C-Integrated Skills**

**Credits: 10**

Students read pre-college materials, build vocabulary, use more advanced grammar and write developed paragraphs that combine personal with text-based information. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of ESLAF 060 or appropriate placement on the Shoreline ESL placement test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **ESLAF 078 Focus On Writing**

**Credits: 5**

Students practice writing skills to help them succeed in ESL and college classes. Students learn to find and correct errors, review grammar points and mechanics, and write in a variety of contexts. Some emphasis on organization. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of level ESLAF 050 or placement into level ESLAF 060, ESLAF 070, or EAP 080.

**When Typically Offered:** Fall, Winter, Spring

## **Film/Video**

### **FILM 210 Prod. and Marketing for Ind. Film**

**Credits: 5**

Intensive introduction to the practical applications of single camera video production techniques. Students work towards basic proficiencies on video camera, lighting, and audio equipment. Student option grading.

**When Typically Offered:** Fall, Spring

### **FILM 255 Basic Video Production**

**Credits: 3**

Intensive introduction to the practical applications of single camera video production techniques. Students work towards basic proficiencies on video camera, lighting, and audio equipment. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **FILM 256 Video Production I**

**Credits: 5**

Survey of the principles, theories and techniques of digital filmmaking production and visual storytelling with a focus on single-camera production. Includes an introduction to the production process, storyboarding, lighting, sound capture, and local filmmaking resources. Appropriate for all levels of experience. Student option grading.

**Prerequisite Required:** CINEM 201/CINEM 201W or CINEM 202 or FILM 255 with a 2.0 or better or instructor's permission.

**When Typically Offered:** Fall, Winter, Spring

### **FILM 257 Video Production II**

**Credits: 5**

This advanced video production course focuses more intensely on group collaboration, multi-camera digital filmmaking skills, and working with clients in a video production environment. Student option grading.

**Prerequisite Required:** FILM 255 or FILM 256 with a 2.0 or better or instructor's permission. Prior video production experience required.

**When Typically Offered:** Spring

### **FILM 258 Cinematography and Sound Recording**

**Credits: 5**

An advanced film course focusing on cinematography, lighting and sound. There is an emphasis on directing, grip and gaffing

techniques, the aesthetics of camera work and dual-system sound recording. Student option grading.

**Prerequisite Required:** FILM 255 or FILM 256 or FILM 257 or instructor's permission.

**When Typically Offered:** Spring

## **FILM 265 Editing I**

**Credits: 5**

Introduction to video editing and the post-production process.

Explores the historical and artistic development of editing, prevailing theoretical models, current/emerging technology, and techniques. Investigates post-production software (Media Composer, Final Cut Pro or Premiere, depending on quarter). Open to all levels. Student option grading.

**Prerequisite Recommended:** VCT 125 recommended.

**Prerequisite Required:** Completion of MAC OS proficiency test or completion/concurrent enrollment in VCT 124 required or instructor's permission.

**When Typically Offered:** Winter, Spring

## **FILM 266 Editing I: Final Cut Studio**

**Credits: 5**

Introduction to video editing and post-production. Explores the historical and artistic development of editing, prevailing theoretical models, current and emerging technology and techniques. Investigates the post-production spectrum using Final Cut Studio. Student option grading.

**Prerequisite Required:** VCT 124 and VCT 125 or instructor's permission.

**When Typically Offered:** Fall, Winter

## **FILM 269 Editing II**

**Credits: 5**

This course focuses on advanced video editing skills using leading nonlinear editing systems. Student option grading.

**Prerequisite Required:** FILM 265, VCT 268 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **FILM 285 Screenwriting**

**Credits: 5**

An intensive seminar on the fundamentals of dramatic writing for the screen. This course focuses on key script elements: plot structure, character and scene development. Students will write multiple short screenplays over the course of the quarter. Open to all levels of screenwriting experience. Student option grading.

**Prerequisite Required:** Placement in ENGL& 101 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **FILM 286 Film Production Management**

**Credits: 4**

Survey course which explores the legal, financial and logistical aspects of film production. Covers producing and scheduling, insurance, contracts, releases, script breakdowns and preparing bids. Student option grading.

**Prerequisite Required:** Any other course in Film or instructor's

permission.

**When Typically Offered:** Spring

## **FILM 287 The Documentary**

**Credits: 5**

A praxis course focused on the analysis of film and video productions intended to be seen as factual presentations of historical, political or social events as well as introductory documentary production techniques. Course also covers the legal and ethical issues inherent in documentary production and distribution. Student option grading.

**Prerequisite Required:** CINEM 201/CINEM 201W or CINEM 202 with a 2.0 or better or instructor permission.

**When Typically Offered:** Winter, Spring

## **FILM 290 Industry Experience In Film**

**Credits: 1- 5**

Application of digital filmmaking techniques and theories in an off-campus production environment. Site approval must be obtained by student. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **FILM 291 Special Topics In Film/Video**

**Credits: 1**

Classes focus on specific issues and/or topics of interest in film/video.

## **FILM 292 Special Topics In Film/Video**

**Credits: 2**

Classes focus on specific issues and/or topics of interest in film/video.

**When Typically Offered:** Summer, Winter, Spring

## **FILM 293 Special Topics In Film/Video**

**Credits: 3**

Classes focus on specific issues and/or topics of interest in film/video.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **FILM 294 Special Topics In Film/Video**

**Credits: 4**

Classes focus on specific issues and/or topics of interest in film/video.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **FILM 295 Special Topics In Film/Video**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in film/video.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **FILM 297 Individual Project In Film/Video**

**Credits: 1**

Individual project in a specific area of film/video. Mandatory decimal grading.



**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **FILM 298 Individual Project In Film/Video**

**Credits: 2**

Individual project in a specific area of film/video. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **FILM 299 Individual Project In Film/Video**

**Credits: 3**

Individual project in a specific area of film/video. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

# **French**

## **FRCH 293 Special Topics In French**

**Credits: 3**

Classes focusing on specific issues and/or topics of interest in French. Student option grading.

## **FRCH 295 Special Topics In French**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in French. Student option grading.

## **FRCH 297 Individual Project In French**

**Credits: 1**

Individual project in a specific area of French. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **FRCH 298 Individual Project In French**

**Credits: 2**

Individual project in a specific area of French. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **FRCH 299 Individual Project In French**

**Credits: 3**

Individual project in a specific area of French. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **FRCH& 121 French I**

**Credits: 5**

Fast-paced interactive approach to learning French: listening, speaking, reading and writing. Topics: pronunciation, basic sentence patterns, present tense, agreement. Vocabulary themes: identification, greetings, likes and dislikes, family. Student option

grading.

**When Typically Offered:** Fall, Winter

## **FRCH& 122 French II**

**Credits: 5**

Continuation of FRCH& 121. Fast-paced interactive approach to learning French. Topics: near future, past tense, imperative, partitive article, prepositions. Vocabulary themes: travel, food, purchases, directions. Cultural studies continued. Student option grading.

**Prerequisite Required:** FRCH& 121 or equivalent with instructor's permission.

**When Typically Offered:** Winter, Spring

## **FRCH& 123 French III**

**Credits: 5**

Continuation of FRCH& 122. Fast-paced interactive approach to learning French. Topics: imperfect, comparison, reflexive verbs, object pronouns, other tenses. Communication themes: past narrations, requests, daily activities, history of France, select Francophone culture. Student option grading.

**Prerequisite Required:** FRCH& 122 or equivalent with instructor permission.

**When Typically Offered:** Spring

# **Gender and Women's Studies**

## **GWS 205 Gender and Global Justice**

**Credits: 5**

Explores how globalization affects gender relations and the relative status of women and men in various global contexts. Investigates the institutional status of women in national and international systems of healthcare, justice, economics, politics, family, and development. Dual listed as INTST 205. Student option grading.

**Prerequisite Required:** Placement in ENGL 099 or higher.

**When Typically Offered:** Fall

## **GWS 215 Women In U.S. History**

**Credits: 5**

Examines US history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape US history. Dual listed with HIST& 215. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Spring

## **GWS 215W Women In U.S. History**

**Credits: 5**

Examines US history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape US history. Dual listed with HIST& 215W. Mandatory decimal grading.

**Prerequisite Required:** Completion of ENGL& 101 or equivalent

with 2.0 or better.

**When Typically Offered:** Spring

### **GWS 284 Gender, Race and Class**

**Credits:** 5

This course explores the ways in which one's gender, race, class and sexual orientation affect access to, participation in, and treatment by a variety of social institutions. We study the legal system, education, and the media as well as actions to confront systems of oppression in the U.S. Student option grading.

**When Typically Offered:** Fall, Winter

### **GWS 285 Gender, Violence and Social Change**

**Credits:** 5

Study of gendered violence, its history, current research and contemporary issues. Social, psychological, legal and political implications of abuse are considered. Areas of study include child abuse, rape, domestic violence and sexual harassment. Dual listed as CAST 285. Student option grading.

**Prerequisite Recommended:** ENGL& 101

**When Typically Offered:** Winter, Spring

### **GWS 286 Women of Power**

**Credits:** 5

We will study the relationship between gender and power. Topics include barriers to acquiring power, strategies for obtaining power, and uses of power, especially for women. Students will research several powerful women. Emphasis is on class discussion and collaboration. Recommend ENGL& 101. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **GWS 286W Women of Power**

**Credits:** 5

We will study the relationship between gender and power. Topics include barriers to acquiring power, strategies for obtaining power, and uses of power, especially for women. Students will research several powerful women. Emphasis is on class discussion and collaboration. Recommend ENGL& 101. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **GWS 288 Introduction to LGBTIQ Studies**

**Credits:** 5

This course will explore the field of Lesbian, Gay, Bisexual, Transgender, Intersex, and Queer Studies. We will focus on gender, sex, sexual orientation, and the body. Students will use the lenses of history, nation, culture, and politics to examine these areas and their interactions with race, class, and ability.

**When Typically Offered:** Spring

### **GWS 291 Special Topics In Gender and Women's Studies**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies. Student option grading.

### **GWS 292 Special Topics In Gender and Women's Studies**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies. Student option grading.

### **GWS 293 Special Topics In Gender and Women's Studies**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies. Student option grading.

### **GWS 294 Special Topics In Gender and Women's Studies**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies. Student option grading.

### **GWS 295 Special Topics In Gender and Women's Studies**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in Gender & Women's Studies. Student option grading.

### **GWS 297 Individual Project In GWS**

**Credits:** 1

Individual project in a specific area of Gender & Women's Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **GWS 298 Individual Project In GWS**

**Credits:** 2

Individual project in a specific area of Gender & Women's Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **GWS 299 Individual Project In GWS**

**Credits:** 3

Individual project in a specific area of Gender & Women's Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Geography**

### **GEOG 123 Introduction to Globalization**

**Credits:** 5

This course considers the dynamic processes and consequences of increasing flows of goods, people, ideas, capital and services that cross traditional political, economic, cultural and geographic boundaries and the challenges that emerge for society, including environmental quality, cultural and political identity and economic opportunity. Dual listed as INTST 123. Mandatory decimal grading.

**Prerequisite Required:** Placement into ENGL 099 or EAP 099 or successful completion of ENGL 090.

**When Typically Offered:** Fall

## **GEOG 203 Cartography and Landforms**

**Credits:** 5

An introduction to map use and landform analysis. Examines the dynamic processes behind Earth's surface features. Emphasizes the recognition of these features and their importance to humans. Topics including global, North American and local (Puget Sound) perspectives. Student option grading.

**Prerequisite Required:** Placement in ENGL 099 or EAP 099 or successful completion of ENGL 090 or EAP 090.

**When Typically Offered:** Winter

## **GEOG 204 Weather/Climate and Ecosystems**

**Credits:** 5

An introduction to Earth's atmosphere and ecosystems. Focus on atmospheric and biological patterns and processes and their measurement and representation. Topics include global, North American and local (Northwest and Puget Sound) perspectives including climate change. Student option grading.

**Prerequisite Required:** Placement in ENGL 099 or EAP 099 or successful completion of ENGL 090 or ESL 098.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **GEOG 204H Weather/Climate and Ecosystems HC**

**Credits:** 5

An introduction to Earth's atmosphere and ecosystems. Focus on atmospheric and biological patterns and processes and their measurement and representation. Topics include global, North American and local (Northwest and Puget Sound) perspectives including climate change. A lab science distribution credit. Mandatory decimal grading.

**Prerequisite Required:** Placement in ENGL 099 or EAP 099 or successful completion of ENGL 090 or EAP 090 with a 2.0 or better.

## **GEOG 277 Introduction to Urban Geography**

**Credits:** 5

An introduction to the field of urban geography. Investigates the political and socio-economic forces that have shaped North American cities and the historic and contemporary income, gender and minority group issues around urban inequality. Student option grading.

**When Typically Offered:** Spring

## **GEOG 295 Special Topics In Geography**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in Geography.

**When Typically Offered:** Fall, Winter, Spring

## **GEOG 297 Individual Project In Geography**

**Credits:** 1

Individual project in a specific area of geography. Student option

grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **GEOG 298 Individual Project In Geography**

**Credits:** 2

Individual project in a specific area of geography. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **GEOG 299 Individual Project In Geography**

**Credits:** 3

Individual project in a specific area of geography. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **GEOG& 100 Introduction to Geography**

**Credits:** 5

An introduction to the diverse field of geography. Introduction to physical and human geography with an emphasis on the nature and complexity of the human imprint on the Earth's surface. Survey of major topical issues studied by geographers including landforms, climate, population, culture, cities and government. Student option grading.

**Prerequisite Required:** Placement in ENGL 099 or EAP 099 or successful completion of ENGL 090 or EAP 090.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **GEOG& 100H Introduction to Geography HC**

**Credits:** 5

An introduction to the diverse field of geography. Introduction to physical and human geography with an emphasis on the nature and complexity of the human imprint on the Earth's surface. Survey of major topical issues studied by geographers including landforms, climate, population, culture, cities and government. Mandatory decimal grading.

**Prerequisite Required:** Placement in ENGL 099 or EAP 099 or successful completion of ENGL 090 or EAP 090.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **GEOG& 200 Introduction to Human Geography**

**Credits:** 5

An introduction of the field of human geography. Explores cultural patterns and processes and the geographic expression of society emphasizing the relationship between humans and the physical environment. Survey includes issues such as culture, language, resources and economic activity, population, cities and government. Student option grading.

**Prerequisite Required:** Placement in ENGL 099 or EAP 099 or successful completion of ENGL 090 or ESL 098.

**When Typically Offered:** Winter

## **Geology**

## **GEOL 107 Geologic Hazards**

**Credits: 5**

An in-depth examination of the geologic hazards of the Pacific Northwest. Topics include: earthquakes, volcanoes & landslides, both globally and regionally. Emphasis will be on the science of these phenomena, effects on human populations, prediction, preparation & mitigation of the risk, & case studies. Student option grading.

**Prerequisite Required:** Completion of EAP 099 or ENGL 099 with a 2.0 or better or placement into ENGL& 101.

**When Typically Offered:** Winter

## **GEOL 107W Geologic Hazards**

**Credits: 5**

An in-depth examination of the geologic hazards of the Pacific Northwest. Topics include: earthquakes, volcanoes & landslides, both globally and regionally. Emphasis will be on the science of these phenomena, effects on human populations, prediction, preparation & mitigation of the risk, & case studies. Student option grading.

**Prerequisite Required:** Completion of EAP 099 or ENGL 099 with a 2.0 or better or placement into ENGL& 101.

**When Typically Offered:** Winter

## **GEOL 295 Special Topics In Geology**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in geology.

## **GEOL 297 Individual Project In Geology**

**Credits: 1**

Individual project in a specific area of geology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

## **GEOL 298 Individual Project In Geology**

**Credits: 2**

Individual project in a specific area of geology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

## **GEOL 299 Individual Project In Geology**

**Credits: 3**

Individual project in a specific area of geology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

## **GEOL& 101 Introduction to Physical Geology**

**Credits: 5**

An introductory-level geology course with laboratory exploring the Earth's materials and major geologic processes including plate tectonics, earthquakes, volcanism and mountain building. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **GEOL& 101H Introduction to Physical Geology HC**

**Credits: 5**

An introductory-level geology course with laboratory exploring the Earth's materials and major geologic processes including plate tectonics, earthquakes, volcanism and mountain building. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **GEOL& 110 Environmental Geology**

**Credits: 5**

An introductory-level geology course with laboratory exploring the relations between geological processes and human populations including the impacts of human activities on the environment and the impacts of geological processes on human populations. Student option grading.

**Prerequisite Required:** Completion of EAP 099 or ENGL 099 with a 2.0 or better or placement into ENGL& 101.

**When Typically Offered:** Winter

## **GEOL& 115 Geology of National Parks**

**Credits: 5**

An exploration of major geologic processes through the discovery of the origin of the landscapes and the study of the geologic history of America's National Parks. Course will include laboratory and one week-end field trip to a National Park of Washington State. Student option grading.

**When Typically Offered:** Spring

## **GEOL& 208 Geology of the Pacific Northwest**

**Credits: 6**

Examines geological history of the Pacific Northwest. Includes laboratory study of the rocks and structures of the Northwest provinces & four weekend field trips to study the most important areas first hand. Student option grading.

**Prerequisite Required:** GEOL& 101 or permission.

**When Typically Offered:** Spring

## **Get in Gear**

### **GIG 101 Get In Gear: English and Communication Studies**

**Credits: 12**

ENGL 099/ENGL& 101 and CMST& 101: Discover who you are as a college student and your place in a vibrant academic community. Explore the skills and resources you need to empower yourself, and develop critical thinking and communication skills so that you can participate successfully in all your communities. Establish habits of mind to ease and enrich your college experience. Students will take ENGL 099/ENGL& 101 (5 Cr), CMST& 101 (5 Cr), and STYSK 099 (2 Cr). Addition of MATH 007 (2 Cr) is optional but encouraged. For more information visit our website or contact Kathie Hunt (khunt@shoreline.edu).

**When Typically Offered:** Fall, Winter

## **GIG 102 Get In Gear: English and Psychology**

### **Credits: 12**

ENGL 099/ENGL& 101 and PSYC& 100: Discover who you are as a college student and your place in a vibrant academic community. Explore the skills and resources you need to empower yourself, and develop critical thinking and communication skills so that you can participate successfully in all your communities. Establish habits of mind to ease and enrich your college experience. Students will take ENGL 099/ENGL& 101 (5 Cr), PSYC& 100 (5 Cr), and STYSK 099 (2 Cr). Addition of MATH 007 is optional but encouraged. For more information visit our website or contact Kathie Hunt (khunt@shoreline.edu).

**When Typically Offered:** Fall, Winter

## **GIG 103 Get In Gear: English and Anthropology**

### **Credits: 12**

ENGL 099/ENGL& 101 and ANTH& 100: Discover who you are as a college student and your place in a vibrant academic community. Explore the skills and resources you need to empower yourself and develop critical thinking and communication skills so that you can participate successfully in all your communities. Establish habits of mind to ease and enrich your college experience. Students will take ENGL 099/ENGL& 101 (5 Cr), ANTH& 100 (5 Cr) and STYSK 099 (2 Cr). Addition of MATH 007 (2 Cr) is optional but encouraged. For more information visit our website or contact Kathie Hunt (khunt@shoreline.edu).

**When Typically Offered:** Winter

## **GIG 104 Get In Gear: English and Biology In Society**

### **Credits: 12**

ENGL 099/ENGL& 101 and BIOL 107: Discover who you are as a college student and your place in a vibrant academic community. Explore the skills and resources you need to empower yourself and develop critical thinking and communication skills so that you can participate successfully in all your communities. Establish habits of mind to ease and enrich your college experience. Students will take ENGL 099/ENGL& 101 (5 Cr), BIOL 107 (5 Cr) and STYSK 099 (2 Cr). Addition of MATH 007 (2 Cr) is optional but encouraged. For more information visit our website or contact Kathie Hunt (khunt@shoreline.edu).

## **Health Informatics/Information Management**

### **HIIM 120 Healthcare Delivery in the U.S.**

#### **Credits: 4**

Overview of the U.S. health care delivery systems: Various health care settings including inpatient, outpatient, long-term care, home health, hospice, and behavioral health. Medical staff, educational preparation of health care professionals, medical ethics. Roles of government. Health care financing. Mandatory decimal grading.

**Prerequisite Required:** Completion of ENGL& 101 or BTWRT 215 with a grade of 2.0 or higher.

**When Typically Offered:** Fall, Spring

### **HIIM 125 Hospital and Clinic Patient Records**

#### **Credits: 5**

Uses, content, interpretation, evaluation and basic processing procedures of hospital, physician office, and dental medical records. Overview of paper record storage and access systems. Electronic health records for the hospital setting. Personal health records. Medical identity theft prevention procedures. Mandatory decimal grading.

**Prerequisite Recommended:** HIIM 134 suggested.

**When Typically Offered:** Fall, Winter

### **HIIM 134 Medical Terminology**

#### **Credits: 5**

Study of word elements (prefixes, suffixes and roots), terms in anatomy and physiology, selected diseases, symptoms, procedures, x-ray and laboratory tests in common usage, and commonly used medical abbreviations. Accurate spelling, meaning of terms and word elements, and pronunciation. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or BTWRT 215 or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **HIIM 154 Revenue Cycle Management**

#### **Credits: 5**

Overview of inpatient/outpatient health insurance plans, revenue cycles, health insurance claims, health insurance terminology, reimbursement methodologies for professional services, completion of billing forms, fraud and abuse/HIPAA issues, processing, various prospective payment systems. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher of HIIM 172 or concurrent enrollment. HIIM advisor permission required.

**When Typically Offered:** Spring

### **HIIM 170 Legal Aspects of Health Care**

#### **Credits: 4**

An introduction to legal concepts, release of information standards, HIPAA requirements, confidentiality, privacy and security of data, court functions, and fraud/abuse issues. Mandatory decimal grading.

**Prerequisite Required:** Completion of ENGL& 101 or BTWRT 215 with a grade of 2.0 or higher..

**When Typically Offered:** Spring

### **HIIM 171 Basic ICD-10 Coding**

#### **Credits: 5**

Instruction and practice with ICD-10CM/PCS coding including its relationship to health data and revenue cycle management. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher BIOL& 170 HIIM 125, HIIM 134, HIIM 174 and HIIM 175 or concurrent enrollment. HIIM Advisor permission required.

**When Typically Offered:** Winter

## **HIIM 172 Outpatient Coding**

### **Credits: 5**

Instruction and practice in coding outpatient patient health records using CPT and HCPCS coding systems. Ethical and legal coding practices addressed. Reimbursement methodologies related to APCs and RBRVS identified. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher - HIIM 171 or concurrent enrollment. HIIM Advisor permission required.

**When Typically Offered:** Spring

## **HIIM 173 Intermediate Medical Coding**

### **Credits: 5**

Intermediate diagnosis and procedure coding using ICD-10 and CPT. Coding/abstracting; entering data into computerized encoder/grouper/abstracting system. Utilize DRGs and APCs. Reimbursement, compliance, and ethical / legal practices addressed. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher of HIIM 172. HIIM advisor permission required.

**When Typically Offered:** Summer

## **HIIM 174 Pharmacology**

### **Credits: 3**

Terminology for medication ordering, dosing, administration. Effective use of drug references. Classes of drugs and common drugs in each class. Effect of drugs on living organs and tissues, side effects of drugs, contraindications, drug-drug interactions, controlled substances and schedules, common drug regimens. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher of HIIM 134 or BIOL& 170.

**When Typically Offered:** Fall, Winter, Spring

## **HIIM 175 Human Diseases**

### **Credits: 5**

Introduction to principles of general mechanisms of diseases including etiology, prognosis, signs and symptoms. Relationship of normal body functioning to the physiologic changes that occur as a result of illness. Rationale for common therapies, laboratory tests & drugs for selected diseases. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher of HIIM 134 and BIOL& 170.

**When Typically Offered:** Winter, Spring

## **HIIM 180 Intro to Reimbursement and Coding**

### **Credits: 3**

Introduction to reimbursement and coding. Instruction and practice with ICD-10CM, ICD-10-PCS, and CPT coding including its relationship to health data. Ethical and legal practices addressed. Mandatory decimal grading.

**Prerequisite Required:** Completion of ENGL& 101 or BTWRT 215 and BIOL& 170 or HIIM 134 with a grade of 2.0 or higher. HIIM advisor permission required.

**When Typically Offered:** Spring

## **HIIM 219 Healthcare Statistics**

### **Credits: 4**

This course provides an overview of health facility & public health statistical data collection, calculations, & reports. Review of basic mathematical functions, measures of central tendency & variability, census calculations/reports. Data presentation. Institutional Research Review Board processes. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher HIIM 125, MATH& 146, and BUSTC 150; HIIM 120 or concurrent enrollment. HIIM advisor permission required.

**When Typically Offered:** Fall

## **HIIM 220 Quality Improvement In Healthcare**

### **Credits: 5**

Quality Improvement in healthcare. Review of quality improvement concepts, utilization review, patient safety, and risk management principles. Credentialing processes identified. The influences of Joint Commission and the National Committee for Quality Assurance and other professional review organizations explored. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher or concurrent enrollment in HIIM 173, HIIM 219, and HIIM 225. HIIM advisor permission required.

**When Typically Offered:** Winter

## **HIIM 224 Management for Health Information Supervisors**

### **Credits: 5**

Introduction to supervision with emphasis on the application of management principles in the Health Information Management (HIM) Department. Course topics include management functions, leadership, budget preparation, employee training, and the legal aspects of supervision. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher in HIIM 170, HIIM 219, HIIM 220, and HIIM 225. HIIM Advisor permission required.

**When Typically Offered:** Spring

## **HIIM 225 Health Informatics Essentials**

### **Credits: 5**

Intro to health informatics; how information is processed, technology and applications used, including electronic health records; system architecture, selection and implementation; health information exchange and interoperability; data analytics and decision support. Mandatory decimal grading.

**Prerequisite Required:** BUSTC 105 or equivalent and completion with a grade of 2.0 or higher or concurrent enrollment in HIIM 120 and HIIM 125. HIIM advisor permission required.

**When Typically Offered:** Fall, Spring

## **HIIM 226 Alternative Care Record Systems**

### **Credits: 4**

Introduction to alternative care settings including regulatory, documentation, and reimbursement issues, information management, trends, and the role of the HIM professional in ambulatory care, dialysis, dental, rehabilitation, long-term care, home health, hospice, registries,

behavioral health, substance abuse, and correctional facilities. Mandatory decimal grading.

**Prerequisite Required:** Completion of HIIM 219, HIIM 225, HIIM 171 with a grade of 2.0 or higher. HIIM advisor permission required.

**When Typically Offered:** Winter

## **HIIM 228 Medical Coding Practicum**

**Credits:** 2

Diagnosis and procedure coding practicum using ICD-10 and CPT. Coding and abstracting of patient health records utilizing computerized encoder/grouper/abstracting system. Utilization of Diagnosis-Related Groups (DRGs) and Ambulatory Payment Classifications (APCs). Coding compliance in relation to official coding guidelines. HIPAA adherence. Mandatory decimal grading.

**Prerequisite Required:** Completion of HIIM 173 with 2.0 or above. HIIM advisor permission required.

**When Typically Offered:** Fall

## **HIIM 233 Prep for Professional Practice Experience (PPE)**

**Credits:** 1

Preparation for professional practice experience in the HIIM workplace. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or better in HIIM 219, HIIM 225, and HIIM 228

## **HIIM 234 Professional Practice Experience**

**Credits:** 4

Experience performing CAHIIM-required health information technology (HIT) competencies. This practice may be conducted in a wide range of healthcare settings and is a non-paid, laboratory experience. Students also prepare to take the Registered Health Information Technician (RHIT) certification exam. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher in HIIM 219, HIIM 225, HIIM 228, and HIIM 233. Completion of HIIM 220 and HIIM 226 or concurrent enrollment. HIIM advisor permission required.

**When Typically Offered:** Winter

## **HIIM 235 Health Information Management Projects**

**Credits:** 4

Student teams research, develop, and present plans for a new clinic health information department including timeline, department staffing, job descriptions, role-based EHR access, policies and procedures, privacy/security training, copier proposal, coding proposal, and data management plan. Mandatory decimal grading.

**Prerequisite Required:** Completion with a grade of 2.0 or higher or concurrent enrollment in all courses required in the HIT program. HIIM advisor permission required.

**When Typically Offered:** Spring

## **HIIM 238 Health Data Management**

**Credits:** 5

A foundational overview of health data management. Topics covered include healthcare data sources and uses; applications for organizing, analyzing data, and presenting data; as well as practice using these applications. Mandatory decimal grading.

**Prerequisite Required:** Prerequisite: HIIM 154, HIIM 171, HIIM 172, HIIM 219, HIIM 225; BUSTC 150 or equivalent, and HIIM advisor permission required.

**When Typically Offered:** Spring

## **HIIM 239 Health Data Visualization**

**Credits:** 2

Introduces health data visualization principles, techniques, and tools. Students learn to tell a story with data, communicating observations in a clear and compelling way. Mandatory decimal grading.

**Prerequisite Recommended:** Completion with a grade of 2.0 or higher BUSTC 150 or equivalent recommended.

**When Typically Offered:** Spring

## **HIIM 240 Health Data Project**

**Credits:** 2

Provides professional practice experience by completing a health data project. Students apply skills learned in previous coursework regarding health data management, analysis, and visualization. Mandatory decimal grading.

**Prerequisite Required:** HIIM 154, HIIM 171, HIIM 172, HIIM 219, HIIM 225, HIIM 238, HIIM 239; BUSTC 150 Excel or equivalent, and HIIM advisor permission.

**When Typically Offered:** Summer, Spring

## **HIIM 291 Special Topics In Health Informatics/Info Mgmt**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in Health Informatics & Information Management. Student option grading.

**Prerequisite Required:** HIIM advisor permission required.

**When Typically Offered:** Fall, Winter, Spring

## **HIIM 292 Special Topics In Health Informatics/Info Mgmt**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Health Informatics & Information Management.

**Prerequisite Required:** HIIM advisor permission required.

**When Typically Offered:** Fall, Winter, Spring

## **HIIM 293 Special Topics In Health Informatics/Info Mgmt**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in Health Informatics & Information Management.

**Prerequisite Required:** HIIM advisor permission required.

**When Typically Offered:** Fall, Winter, Spring

## **HIIM 295 Special Topics In Health Informatics/Info Mgmt**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Health Informatics & Information Management.

**Prerequisite Required:** HIIM advisor permission required.

**When Typically Offered:** Fall, Winter, Spring

## **HIIM 297 Individual Project In Health Informatics/Info Mgmt**

**Credits: 1**

Individual project in a specific area of Health Informatics & Information Management.

**Prerequisite Required:** HIIM advisor permission, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Spring

## **HIIM 298 Individual Project In Health Informatics/Info Mgmt**

**Credits: 2**

Individual project in a specific area of Health Informatics & Information Management.

**Prerequisite Required:** HIIM advisor permission, based on evaluation of student's educational and work experience.

**When Typically Offered:** Winter, Spring

## **HIIM 299 Individual Project In Health Informatics/Info Mgmt**

**Credits: 3**

Individual project in a specific area of Health Informatics & Information Management.

**Prerequisite Required:** HIIM advisor permission, based on evaluation of student's educational and work experience.

**When Typically Offered:** Spring

## **History**

### **HIST 037 U.S. History: High School Completion**

**Credits: 5**

Survey of U.S. history that focuses primarily on twentieth-century social, political, economic, and cultural developments, while also including the founding of the nation as a democratic republic. Student option grading.

**Prerequisite Required:** Completion of EAP 090 or ENGL 090 with Pass/2.0 or above, or placement into EAP 099 or ENGL 099

**When Typically Offered:** Fall, Spring

### **HIST 207 Introduction to Intellectual History**

**Credits: 5**

An introduction to the classics of Western social and political thought from the classical ancient writers to modern theorists. Reading of the classics, from Plato to Lenin and beyond, will be studied in their historical context and also how they relate to our modern social and political conceptions. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

### **HIST 218 American Environmental History**

**Credits: 5**

This course examines shifting attitudes toward nature during various historical periods by studying how North Americans attached meanings to the physical world and how humans reshaped landscapes and developed environmental policies. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Spring

### **HIST 234 Ancient History**

**Credits: 5**

An introduction to the history of the ancient Near East, Greece and Rome (Republic and Empire). The course examines political, economic, and social institutions and activities, including religious life and the cultural achievements of the great ancient civilizations. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Summer, Fall, Spring

### **HIST 235 Medieval European History**

**Credits: 5**

Examines medieval civilization, from the collapse of Rome to the Black Death, including the rise of political institutions, the development of the medieval church, and the social, economic, and cultural achievements of the middle ages. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Summer, Fall, Spring

### **HIST 236 Early Modern European History**

**Credits: 5**

Traces the political, social, economic and cultural history of Europe from 1500 to 1815. Topics include the Renaissance, the Reformation, Scientific Revolution, Enlightenment, and political revolutions. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Summer, Fall, Spring

### **HIST 237 Modern European History**

**Credits: 5**

Traces the political, social, economic and cultural history of Europe from 1815-1919. Applying an interdisciplinary approach this course emphasizes cultural diversity and multiple national influences in Europe and their reflection on a global world. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Summer, Fall, Spring



## **HIST 238 Contemporary European History**

**Credits: 5**

Traces the political, social, economic and cultural history of Europe from the Treaty of Versailles to the present. Applying an interdisciplinary approach this course emphasizes cultural diversity and multiple national influences in Europe and their reflection on a global world. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Summer, Fall, Spring

## **HIST 245 History of American Immigration**

**Credits: 5**

Multicultural study of immigration to the United States from the era of colonization to the present. Examination of the process of immigration and adaptation to life in the U.S., as well as reaction to immigrants by native-born Americans. Focus includes Asian, European, Latin American, and African immigrants. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better is recommended (may be taken concurrently)

**When Typically Offered:** Winter

## **HIST 246 African-Amer Hist 1: Ancient Africa to 1877**

**Credits: 5**

This course examines the economic and social development beginning in Africa, throughout the diaspora, with specific reference to the slave experience in the United States. Emphasis is upon the cultural, political, and economic development of America from an African American perspective. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Winter

## **HIST 247 African-Amer Hist 2: From 1877**

**Credits: 5**

Historical experiences of African Americans, post Civil War to present day. Emphasis is upon the cultural, political, and economic development of America from an African American perspective. Civil Rights movement will be a major focal point. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Fall

## **HIST 275 Reel History: Film As Historical Text**

**Credits: 5**

Much of what we know about the past has been shaped by the film industry. This course examines multiple film genres as well as different periods of history using films as historical texts. Critical viewing of films, readings from professional historical reviews, and historical sources will provide the basis for class discussions. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

## **HIST 295 Special Topics In History**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in History. Student option grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Summer, Fall, Winter, Spring

## **HIST 295W Special Topics In History**

**Credits: 5**

Classes focusing on specific issues and/or topics on interest in History. Student option grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Summer, Fall, Winter, Spring

## **HIST 297 Individual Project In History**

**Credits: 1**

Individual project in a specific area of history. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **HIST 298 Individual Project In History**

**Credits: 2**

Individual project in a specific area of history. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **HIST 299 Individual Project In History**

**Credits: 3**

Individual project in a specific area of history. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **HIST& 116 Western Civilization I: Ancient/Medieval History**

**Credits: 5**

Survey of western civilization's origins in the ancient Near East, Greece, Rome, Medieval Europe, Byzantium and Islam. An examination of social, cultural, political and intellectual traditions, including major religious and political institutions, medieval society, and urban culture to the Black Death. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Fall, Winter

## **HIST& 117 Western Civilization II: The Early Modern World**

**Credits: 5**

Survey of western civilization from the thirteenth century to early nineteenth century with emphasis on the Renaissance, the Reformation, the rise and fall of absolute monarchs, the Scientific Revolution, the Enlightenment, the French Revolution, and the rise

and fall of Napoleon. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Winter, Spring

## **HIST& 118 Western Civilization III: The Modern World**

**Credits:** 5

Survey of the modern era examining the Industrial Revolution, the development of modern ideologies and imperialism, the World Wars, Cold War, and contemporary global economic, cultural, social, and political institutions. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Fall, Spring

## **HIST& 136 U.S. History 1: To 1877**

**Credits:** 5

A chronological and thematic study of U.S. history from Early America to Reconstruction with emphasis on its cultural, diplomatic, economic, political, and social elements. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Fall, Winter, Spring

## **HIST& 137 U.S. History 2: From 1877**

**Credits:** 5

A chronological and thematic study of U.S. history from the end of Reconstruction to the present with emphasis on its cultural, diplomatic, economic, political, and social elements. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Spring

## **HIST& 146 U.S. History I: Early America to 1800**

**Credits:** 5

Chronological and thematic study of U.S. history from Early America to 1800 with emphasis on its cultural, diplomatic, economic, political, and social elements. Major topics: indigenous societies, European conquest and colonization, ethnic and religious diversity, slavery, the American Revolution, the U.S. Constitution, and republicanism. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Summer, Fall, Winter, Spring

## **HIST& 147 U.S. History II: Nineteenth Century**

**Credits:** 5

Chronological and thematic study of U.S. History from 1800 to 1900 with emphasis on its cultural, diplomatic, economic, political, and social elements. Major topics: republicanism, westward expansion, slavery and abolitionism, social and political reform, Civil War, Reconstruction, Indian policy, industrialism, immigration and urbanization. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better

(may be taken concurrently)

**When Typically Offered:** Winter, Spring

## **HIST& 148 U.S. History III: Twentieth Century**

**Credits:** 5

Chronological and thematic study of U.S. History from 1900 to the present with emphasis on its cultural, diplomatic, economic, political, and social elements. Major topics: cultural and technological modernization, First and Second World Wars, economic prosperity and depression, social and political reform, multiculturalism, and globalization. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Fall, Spring

## **HIST& 214 Pacific Northwest History**

**Credits:** 5

A chronological and thematic study of Pacific Northwest history (focused on Washington and Oregon but including regions from the Pacific Coast to the Rocky Mountains and from northern California to southern Alaska). Emphasizes cultural, economic, environmental, ethnic, political, and social topics. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Summer, Winter

## **HIST& 214W Pacific Northwest History**

**Credits:** 5

A chronological and thematic study of Pacific Northwest history (focused on Washington and Oregon but including regions from the Pacific Coast to the Rocky Mountains and from northern California to southern Alaska). Emphasizes cultural, economic, environmental, ethnic, political, and social topics. Mandatory decimal grading.

**Prerequisite Required:** Completion of ENGL& 101 with a 2.0 or better.

**When Typically Offered:** Summer, Winter

## **HIST& 215 Women In U.S. History**

**Credits:** 5

Examines U.S. history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape U.S. history. Dual listed with GWS 215. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better  
(may be taken concurrently)

**When Typically Offered:** Spring

## **HIST& 215W Women In U.S. History**

**Credits:** 5

Examines U.S. history from pre-colonial times to the present from the perspectives of women of various racial, ethnic, religious, and socioeconomic backgrounds, and explores how women helped shape U.S. history. Dual listed with GWS 215. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better

(may be taken concurrently)

**When Typically Offered:** Spring

## **HIST& 219 Native American History**

**Credits:** 5

This course examines diverse American Indian histories from before European contact to the present. Emphasis is placed on Indian- European cultural interactions, US-Indian policy development, and the roles Natives played to ensure their survival and cultural integrity into the 21st century. Student option grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better (may be taken concurrently)

**When Typically Offered:** Winter

## **History - East Asia**

### **EASIA 216 Introduction to East Asian Civilization**

**Credits:** 5

This course is a survey of East Asian Civilization in global context through cultural, philosophical, religious, social and political interactions. It focuses on China, Korea, Japan and Taiwan across different eras to understand the complexities of the issues in the Far East and the world both today and tomorrow. Student option grading.

**When Typically Offered:** Spring

### **EASIA 216W Introduction to East Asian Civilization**

**Credits:** 5

This course is a survey of East Asian Civilization in global context through cultural, philosophical, religious, social and political interactions. It focuses on China, Korea, Japan and Taiwan across different eras to understand the complexities of the issues in the Far East and the world both today and tomorrow. Mandatory decimal grading.

**Prerequisite Required:** ENGL& 101 or equivalent with a 2.0 or better.

**When Typically Offered:** Spring

### **EASIA 218 Introduction to Japanese Civilization**

**Credits:** 5

Survey of Japanese history, including the social, cultural, political and institutional developments from ancient times to the present. Covers theories of national origin and explores the historical roots of modern Japan. Foreign influences on Japan, ways of thinking, and religion and philosophy are also discussed. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **EASIA 297 Individual Project In East Asian History**

**Credits:** 1

Individual project in a specific area of East Asian History. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **EASIA 298 Individual Project In East Asian History**

**Credits:** 2

Individual project in a specific area of East Asian History. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **EASIA 299 Individual Project In East Asian History**

**Credits:** 3

Individual project in a specific area of East Asian History. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Honors**

### **HNRS 101 Honors College Seminar**

**Credits:** 0

Developing students' personal leadership visions and complementary skills for success. Class builds the critical skills to become effective students and transfer applicants, in the framework of their leadership visions, to ensure they establish a strong foundation for the future. Student option grading.

**Prerequisite Required:** Admission to The Honors College at Shoreline.

**When Typically Offered:** Fall

### **HNRS 200 Questions and Methods**

**Credits:** 5

Cornerstone class for Honors Program. Students will examine diverse ways of asking and answering the enduring questions of the natural world and human society. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Honors College at Shoreline and completion of or concurrent enrollment in ENGL& 102 or instructor permission.

**When Typically Offered:** Winter

### **HNRS 201 Honors Transfer Seminar**

**Credits:** 0

Successfully identify, apply to, and transfer to a four-year college that is a strong academic and financial "fit" for each individual. Development of both non-cognitive and hard skills. A focus on self-knowledge and self-advocacy will compliment lessons that guide participants through key college application milestones. Student option grading.

**Prerequisite Required:** Admission to the Honors College at Shoreline.

**When Typically Offered:** Fall

## **HNRS 250 Honors Seminar**

**Credits: 3**

As the second course of the Honors Program sequence, students will explore their thesis topic with the aid of a faculty mentor with the focus of understanding and evaluating the theories, concepts, statistics or other information as related to their topic. Mandatory decimal grading.

**Prerequisite Recommended:** HNRS 200; ENGL& 102 are strongly recommended.

**When Typically Offered:** Fall, Winter

## **HNRS 285 Special Topics In Honors**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Honors.

## **HNRS 292 Special Topics In Honors**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in Honors. Student option grading.

## **HNRS 293 Special Topics In Honors**

**Credits: 3**

Classes focusing on specific issues and/or topics of interest in Honors. Student option grading.

## **HNRS 295 Special Topics In Honors**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Honors. Student option grading.

## **HNRS 296 Honors Capstone**

**Credits: 2**

Course designed around a common issue or theme. Students complete and present individual honors thesis projects. Mandatory decimal grading.

**Prerequisite Required:** HNRS 250.

**When Typically Offered:** Spring

## **HNRS 298 Individual Project In Honors**

**Credits: 2**

Individual project in a specific area of Honors. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **HNRS 299 Individual Project In Honors**

**Credits: 3**

Individual project in a specific area of Honors. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Human Development**

## **HUMDV 101 College Orientation and Success**

**Credits: 2**

Develop skills important to success in college including goal setting, time management, stress reduction, study skills, academic and career planning. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

## **HUMDV 105 Career Exploration and Life Planning**

**Credits: 2**

Identify your unique personality type, interests, values and strengths as related to career development and life planning. Explore various career and educational pathways that match your personal and professional goals. Be the architect of your future. Mandatory P/NC grading.

**Prerequisite Required:** Placement into ENGL 099 or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **HUMDV 130 Stress Management**

**Credits: 2**

Provide students with an understanding of the effects of stress on health, happiness and performance. Examine personal stressors and stress reduction skills. Mandatory P/NC grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **HUMDV 140 Improving Relationships**

**Credits: 2**

Designed to help students communicate effectively with those close to them. Explore communication skills that enrich relationships. Mandatory P/NC grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **HUMDV 283 Special Topics in HUMDV**

**Credits: 3**

Classes focus on specific issues and/or topics of interest in Human Development. Mandatory P/NC grading.

## **HUMDV 290 Special Topics in HUMDV**

**Credits: .5**

Classes focus on specific issues and/or topics of interest in Human Development. Mandatory P/NC grading.

## **HUMDV 291 Special Topics in HUMDV**

**Credits: 1**

Classes focus on special issues and/or topics of interest in Human Development. Mandatory P/NC grading.

## **HUMDV 292 Special Topics in Human Development**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in Human Development. Mandatory P/NC grading.

## **HUMDV 293 Special Topics in Human Development**

**Credits: 3**

Classes focusing on specific issues and/or topics of interest in Human Development. Mandatory P/NC grading.

## **HUMDV 294 Special Topics in Human Development**

**Credits: 4**

Classes focusing on specific issues and/or topics of interest in Human Development. Mandatory P/NC grading.

## **HUMDV 295 Special Topics in Human Development**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Human Development. Mandatory P/NC grading.

## **HUMDV 297 Individual Project in Human Development**

**Credits: 1**

Individual project in a specific area of Human Development. By arrangement with instructor. Mandatory decimal grading.

**Prerequisite Required:** Instructor permission based on evaluation of students' educational and work experience.

**Instructor permission required:** Yes.

## **HUMDV 298 Individual Project in Human Development**

**Credits: 2**

Individual project in a specific area of Human Development. By arrangement with instructor. Mandatory decimal grading.

**Prerequisite Required:** Instructor permission based on evaluation of students' educational and work experience.

**Instructor permission required:** Yes.

## **HUMDV 299 Individual Project in Human Development**

**Credits: 3**

Individual project in a specific area of Human Development. By arrangement with instructor. Mandatory decimal grading.

**Prerequisite Required:** Instructor permission based on evaluation of students' educational and work experience.

**Instructor permission required:** Yes.

## **Humanities**

### **HUM 105 Multicultural Studies through Arts & Humanities**

**Credits: 5**

Students explore the ways in which gender, race, class and sexual orientation have been represented in and defined by the visual arts and Humanities. Students deconstruct historical and current images and examine how these images have impacted individuals' access or denial to power, privilege and self-definition.

Previously ART 105. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

### **HUM 111 Exploring Culture: The Ancient World**

**Credits: 5**

Explore cultures from prehistory to Middle Ages. Examine the forms and functions of religion, music, art, literature, how they are shaped by social, historical contexts. Includes ancient cultures, the development of Western thought in Greece and Rome, and of Christianity and Islam and their impact in Middle Ages. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter

### **HUM 111W Exploring Culture: The Ancient World**

**Credits: 5**

Explore cultures from prehistory to Middle Ages. Examine the forms and functions of religion, music, art, literature, how they are shaped by social, historical contexts. Includes ancient cultures, the development of Western thought in Greece and Rome, and of Christianity and Islam and their impact in Middle Ages. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter

### **HUM 112 Exploring Culture: Medieval Europe to 1790**

**Credits: 5**

Explores development of Western culture and thought, focusing on religion, art, music, and literature in social and historical contexts of Late Middle Ages, Renaissance, Age of Exploration, Baroque/ Reformation and Enlightenment. Emphasis on transitions which result in clear intellectual, imaginative, cultural shifts. Mandatory decimal grading.

**When Typically Offered:** Spring

### **HUM 112W Exploring Culture: Medieval Europe to 1790**

**Credits: 5**

Explores development of Western culture and thought, focusing on religion, art, music, and literature in social and historical contexts of Late Middle Ages, Renaissance, Age of Exploration, Baroque/ Reformation and Enlightenment. Emphasis on transitions which result in clear intellectual, imaginative, cultural shifts. Mandatory decimal grading.

**When Typically Offered:** Spring

### **HUM 113 Exploring Culture: Changing World Order**

**Credits: 5**

Explores art, music, literature, religion as Western cultures move through social/historical changes in the 19th-21st centuries. Searches for individual/social identity in the collision of science/technology, relativism, internationalism, political polarization and new philosophies on human nature/personal responsibility. Mandatory decimal grading.

**When Typically Offered:** Spring

## **HUM 113W Exploring Culture: Changing World Order**

### **Credits: 5**

Explores art, music, literature, religion as Western cultures move through social/historical changes in the 19th-21st centuries. Searches for individual/social identity in the collision of science/technology, relativism, internationalism, political polarization and new philosophies on human nature/personal responsibility. Mandatory decimal grading.

**When Typically Offered:** Spring

## **HUM 140 World Humanities: Comparing Global Cultures**

### **Credits: 5**

Students compare several primarily non-Western cultures, using a chosen theme such as sacred space, death/dying, self-identity, etc. Students study the cultures' expressions of the chosen theme through their arts/architecture, rituals, traditions, chanting/music, literature, and/or dance and create their own expressions of the chosen theme. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Spring

## **HUM 275 In Search of the Goddess: Images of Women**

### **Credits: 5**

Explores visual/written images of women in Ancient World and Western cultures over the centuries. Examines how these images have changed as the roles of women have changed in literature, art, religion, politics and economics. Analyzes narratives of goddesses/women, their symbols and their paths to resistance and power. Mandatory decimal grading.

**Prerequisite Required:** Placement into ENGL& 101 or higher.

**When Typically Offered:** Winter

## **HUM 291 Special Topics In Humanities**

### **Credits: 1**

Classes focus on specific issues and/or topics of interest in Humanities.

## **HUM 291W Special Topics In Humanities - W**

### **Credits: 1**

Classes focus on specific issues and/or topics of interest in Humanities.

## **HUM 292 Special Topics In Humanities**

### **Credits: 2**

Classes focus on specific issues and/or topics of interest in Humanities.

## **HUM 292W Special Topics In Humanities - W**

### **Credits: 2**

Classes focus on specific issues and/or topics of interest in Humanities.

## **HUM 293 Special Topics In Humanities**

### **Credits: 3**

Classes focus on specific issues and/or topics of interest in Humanities.

## **HUM 293W Special Topics In Humanities - W**

### **Credits: 3**

Classes focus on specific issues and/or topics of interest in Humanities.

## **HUM 294 Special Topics In Humanities**

### **Credits: 4**

Classes focus on specific issues and/or topics of interest in Humanities.

## **HUM 295 Special Topics In Humanities**

### **Credits: 5**

Classes focus on specific issues and/or topics of interest in Humanities.

**When Typically Offered:** Fall

## **HUM 297 Individual Project In Humanities**

### **Credits: 1**

Individual project in a specific area of Humanities. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **HUM 298 Individual Project In Humanities**

### **Credits: 2**

Individual project in a specific area of Humanities. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **HUM 299 Individual Project In Humanities**

### **Credits: 3**

Individual project in a specific area of Humanities. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Informatics**

## **INFO 150 21st Century Research**

### **Credits: 2**

Examines research strategies at an introductory academic level, including understanding how the publication of information works in the internet age, finding and evaluating information, and how to include research into assignments. Pairs strongly with classes that have beginning research requirements. Student option grading.

**Prerequisite Recommended:** Placement into ENGL& 101 strongly recommended

**When Typically Offered:** Fall, Winter, Spring

## **INFO 290 Special Topics In Information Literacy**

**Credits: 2**

Special topics in Information Literacy. Non-credit.

## **INFO 292 Special Topics In Informatics**

**Credits: 2**

Classes focusing on specific issues and/or topics on interest in library. Previously INFO 282.

## **Interdisciplinary Studies**

### **IDS 100 Interdisciplinary Studies Program**

**Credits: 10**

Interdisciplinary Studies courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these courses.

**When Typically Offered:** Fall, Winter, Spring

### **IDS 101 Interdisciplinary Studies Program**

**Credits: 8**

Interdisciplinary Studies courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these courses.

**When Typically Offered:** Fall, Winter, Spring

### **IDS 102 Interdisciplinary Studies Program**

**Credits: 8**

Interdisciplinary Studies courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these courses.

**When Typically Offered:** Fall, Winter, Spring

### **IDS 103 Interdisciplinary Studies Program**

**Credits: 10**

Interdisciplinary Studies courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these courses.

**When Typically Offered:** Fall, Winter, Spring

### **IDS 104 Interdisciplinary Studies Program**

**Credits: 10**

Interdisciplinary Studies courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these courses.

**When Typically Offered:** Fall, Winter, Spring

### **IDS 105 Interdisciplinary Studies Program**

**Credits: 5**

Interdisciplinary Studies courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these courses.

**When Typically Offered:** Fall, Winter, Spring

## **IDS 106 Interdisciplinary Studies Program**

**Credits: 15**

Interdisciplinary Studies courses integrate two or more subjects into one class that focuses on a common theme. Two or more instructors team teach these courses.

**When Typically Offered:** Fall, Winter, Spring

## **International Studies**

### **INTST 101 Survey of Contemporary Global Issues**

**Credits: 5**

A survey of contemporary global issues and their historical origins drawing on knowledge and methodologies from multiple disciplines. Issues presented by faculty members from diverse academic fields will foster awareness of challenges facing different societies in an age of global interdependence. Mandatory decimal grading.

**Prerequisite Required:** Placement in ENGL 099 or higher.

**When Typically Offered:** Fall, Winter, Spring

### **INTST 123 Introduction to Globalization**

**Credits: 5**

This course considers the dynamic processes and consequences of increasing flows of goods, people, ideas, capital and services that cross traditional political, economic, cultural and geographic boundaries and the challenges that emerge for society, including environmental quality, cultural and political identity and economic opportunity. Dual listed as GEOG 123. Mandatory decimal grading.

**Prerequisite Required:** Placement into ENGL 099 or EAP 099 or successful completion of ENGL 090.

**When Typically Offered:** Fall

### **INTST 200 States and Capitalism**

**Credits: 5**

Origins of the modern state system, and of the world market in Europe. Analysis of interacting forces of politics and economics world-wide from 1500 to World War II. Mandatory decimal grading.

**Prerequisite Required:** ENGL& 101.

**When Typically Offered:** Winter

### **INTST 201 Introduction to International Political Economy**

**Credits: 5**

Are you concerned about human rights, world hunger and poverty, terrorism, world environmental degradation, regional conflict, the WTO, economic, political and social globalization? All these issues converge in something called the international political economy. Examine these issues as they evolved in the international arena since WWI. Mandatory decimal grading.

**Prerequisite Required:** ENGL& 101 or equivalent test scores.

**When Typically Offered:** Spring

### **INTST 205 Gender and Global Justice**

**Credits: 5**

Explores how globalization affects gender relations and the

relative status of women and men in various global contexts. Investigates the institutional status of women in national and international systems of healthcare, justice, economics, politics, family, and development. Dual listed as GWS 205. Student option grading.

**Prerequisite Required:** Placement in ENGL 099 or higher.

**When Typically Offered:** Fall

## **INTST 292 Special Topics In International Studies**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in International Studies.

## **INTST 295 Special Topics In International Studies**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in International Studies. Student option grading.

## **INTST 297 Individual Project In International Studies**

**Credits: 1**

Individual project in a specific area of International Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **INTST 298 Individual Project In International Studies**

**Credits: 2**

Individual project in a specific area of International Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **INTST 299 Individual Project In International Studies**

**Credits: 3**

Individual project in a specific area of International Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Japanese**

### **JAPN 295 Special Topics In Japanese**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Japanese. Student option grading.

### **JAPN 297 Individual Project In Japanese**

**Credits: 1**

Individual project in a specific area of Japanese. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **JAPN 298 Individual Project In Japanese**

**Credits: 2**

Individual project in a specific area of Japanese. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **JAPN 299 Individual Project In Japanese**

**Credits: 3**

Individual project in a specific area of Japanese. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **JAPN& 121 Japanese I**

**Credits: 5**

Introduction to modern Japanese conversation and grammar taught in communicative approach. Listening, speaking, reading and writing Japanese. Hiragana and katakana characters introduced. Topics: self-introduction, greetings, directions and daily routines. No previous knowledge of the language required. Student option grading.

**When Typically Offered:** Fall, Winter

### **JAPN& 122 Japanese II**

**Credits: 5**

Continuation of JAPN& 121 with more vocabulary, more sentence structures, communication strategies. Katakana and kanji characters introduced. Topics: shopping, directions, activities, hobbies, likes and dislikes. Student option grading.

**Prerequisite Required:** JAPN& 121 or equivalent with instructor's permission.

**When Typically Offered:** Winter, Spring

### **JAPN& 123 Japanese III**

**Credits: 5**

Continuation of JAPN& 122 with more vocabulary, more complicated sentence structures, continued work on Kanji characters. Topics: Japanese food, restaurant, family, weather, seasons, and annual events. Student option grading.

**Prerequisite Required:** JAPN& 122 or equivalent with instructor's permission.

**When Typically Offered:** Spring

### **JAPN& 221 Japanese IV**

**Credits: 5**

A continuation of JAPN& 123, taught in communicative approach, continued work on Kanji characters and sentence structures. Topics: rules and regulations, directions, cooking, future plans, climate, geography, traveling, Japanese society and degree of politeness expressed in speech styles and communication behavior. Student option grading.

**Prerequisite Required:** JAPN& 123 or equivalent with instructor



permission.

**When Typically Offered:** Fall

## **JAPN& 222 Japanese V**

**Credits:** 5

A continuation of JAPN& 221, taught in communicative approach, continued work on Kanji characters and sentence structures including transitive and intransitive verbs. Topics: Japanese customs and traditions, rules and regulations, Japanese streets and how to give directions, employment system in Japan and future plans. Student option grading.

**Prerequisite Required:** JAPN& 221 or equivalent with instructor permission.

**When Typically Offered:** Winter

## **JAPN& 223 Japanese VI**

**Credits:** 5

A continuation of JAPN& 222, taught in communicative approach, continued work on Kanji characters and speech styles based on social status, gender, age, and regional background. Topics: gift exchange, employment in Japan, neighborhood relations, complaints, social expectations, and environmental issues. Student option grading.

**Prerequisite Required:** JAPN& 222 or equivalent with instructor permission.

**When Typically Offered:** Spring

# **Learning Center North**

## **LCN 001 GED Advanced- Learning Center North**

**Credits:** 1-10

Reading for understanding. Writing five connected paragraphs with standard conventions. Applied math to calculate discounts, interest, measurements of more complex figures. Creation and use of tables/ graphs. Basic science and social studies topics/terminology. GED orientation and test taking skills. Focus: passage of GED subject tests. Mandatory P/NC grading.

**Prerequisite Required:** CASAS Appraisal score of 245 or higher.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **LCN 002 GED Basic - Learning Center North (10)**

**Credits:** 1-10

GED subject test preparation. Writing: writing connected paragraphs emphasizing introduction, body, conclusion. Math: use of fractions, decimals, ratios, proportions, percents, and exponents to solve multistep problems. Science/social studies topics and concepts. Reading: comprehension and conclusions from text. Focus: GED completion. Credits depend upon student entry into program. Mandatory P/NC grading.

**Prerequisite Required:** CASAS Appraisal score of 236 or Higher.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **LCN 022 Reading and Writing for Life 2**

**Credits:** 5

Students will read with understanding by determining the reading purpose, selecting appropriate reading strategies, monitoring

comprehension, analyzing information, and integrating information with prior knowledge. Students will write about family needs, job situations, or community roles. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

## **LCN 023 Math Skills for Life 2**

**Credits:** 5

Students will learn the four basic math operations using whole numbers and will identify and use all basic math symbols. They will use computational tasks related to life roles i.e. understanding payroll stubs. Credits depend upon student entry into program. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

## **LCN 032 Reading and Writing for Life 3**

**Credits:** 5

Students will read with understanding by determining reading purpose, selecting appropriate reading strategies, analyzing information, and integrating information with prior knowledge. Students will write several connected paragraphs with correct mechanics, usage, and varied sentence structure. Credits depend upon student entry into program. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **LCN 033 Math Skills for Life 3**

**Credits:** 5

Students perform all four basic math operations with whole numbers and fractions, choose correct math operations to solve story problems, and convert fractions to decimals. Students apply these skills to authentic materials, e.g. balancing a budget. Credits depend upon student entry into program. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

## **LCN 042 Reading and Writing for Life 4**

**Credits:** 5

Students read for understanding by determining purpose, selecting strategies, monitoring comprehension, analyzing information, and integrating it with previous knowledge in subject specific areas. Students write connected paragraphs in essay format while using academic English conventions. Credits depend upon student entry into program. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

## **LCN 043 Math Skills for Life 4**

**Credits:** 5

Students apply, in various situations, mathematical concepts and procedures to estimate, solve problems, and/or carry out tasks involving whole numbers, decimals, fractions, ratio and proportion, percents, measurements, and tables and graphs. Credits depend upon student entry into program. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

## **LCN 085 Special Topics In Learning Center North**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in LCN.

## **LCN 095 Advanced Special Topics In Learning Center North**

**Credits: 1- 5**

Classes focusing on advanced specific issues and/or topics of interest in LCN.

## **Library**

### **LIB 150 21st Century Research**

**Credits: 5**

**Variable Credit:** Yes.

Examines strategies for locating, evaluating, and using information resources in the research process with attention to information policy issues. Emphasizes proficiency in using electronic resources, including those available in the library's databases, online catalog and internet, and other standard research tools. Mandatory decimal grading.

### **LIB 290 Special Topics In Library**

**Credits: 0**

### **LIB 297 Individual Projects In Library**

**Credits: 1**

Individual project in a specific area of library. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **LIB 298 Individual Projects In Library**

**Credits: 2**

Individual project in a specific area of library. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **LIB 299 Individual Projects In Library**

**Credits: 3**

Individual project in a specific area of library. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Manufacturing Technology**

### **MFGT 091 Fundamental Personal Skills In Manufacturing-1LOT**

**Credits: 2**

This course introduces fundamental skills required to effectively

function in a manufacturing environment: Listening-following simple spoken instructions, Observation-following clearly demonstrated instructions, and Teamwork-solving basic manufacturing problems in groups. Mandatory P/NC grading.  
**Prerequisite Required:** Placement at ENGL 080 or ESL 098.

### **MFGT 092 Personal Skills- Manufacturing-2LOT**

**Credits: 2**

This course introduces fundamental skills required to effectively function in a manufacturing environment: Listening-following simple spoken instructions, Observation-following clearly demonstrated instructions, and Teamwork-solving basic manufacturing problems in groups. Mandatory P/NC grading.  
**Prerequisite Required:** Successful completion of MFGT 091.

### **MFGT 093 Fundamental Personal Skills In Manufacturing-1RWM**

**Credits: 2**

This course provides fundamental skills required to function effectively in a manufacturing environment: Reading-comprehending simple manufacturing materials, Writing-writing simple manufacturing instructions, and Mathematics-performing simple operations. Mandatory P/NC grading.  
**Prerequisite Required:** Placement at ENGL 080 or ESL 098, and placement at MATH 070.

### **MFGT 095 Technology In Manufacturing**

**Credits: 2**

This course introduces the different types of technology used in Manufacturing, including personal computers, business management systems, ERP/MRP (enterprise resource planning/materials requirements planning)material planning systems, data collection and analysis systems, and (CNC) computer numerical controlled or automated equipment. Mandatory P/NC grading.

**Prerequisite Required:** Placement at ENGL 080 or ESL 098.

### **MFGT 102 Print Reading In Manufacturing**

**Credits: 1**

This course provides the fundamentals of mechanical print reading, including different types of mechanical drawings and components of each drawing type. Students will read and interpret drawings as well as sketch their own. Mandatory P/NC grading.  
**Prerequisite Required:** Placement at ENGL 080 or EAP 080 or the successful completion or concurrent enrollment in MFGT 095.

### **MFGT 105 Basic Manufacturing**

**Credits: 20**

This course is an introduction to machining using lecture, online and hands-on classroom experience. Upon completion of this class, students will earn the Certificate of Basic Manufacturing. Mandatory decimal grading.

**Prerequisite Recommended:** Recommended minimum score of 200 for English and Math on the CASAS test or completion of ESL Level 4.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 106 Intermediate Manufacturing**

**Credits:** 20

This intermediate program prepares individuals to become CNC Machinists. Instruction covers programming, set-up and operation of Okuma CNC machining and turning centers, blueprint reading, math, machine tool theory, inspection, surface plate techniques. Mandatory decimal grading.

**Prerequisite Required:** Completion of MFGT 105, or MFGT 107 + MFGT 108, with a 2.0 grade or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 107 Basic Manufacturing Part A**

**Credits:** 10

This course is an introduction to machining with a focus on the use and set up of conventional milling machines. It is the first of a two classes series for the Certificate of Basic Manufacturing. Mandatory decimal grading.

**Prerequisite Recommended:** Recommended minimum score of 200 for English and Math on the CASAS test or completion of ESL Level 4.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 108 Basic Manufacturing Part B**

**Credits:** 10

This course is an introduction to machining with a focus on the use and set up of conventional engine lathes. It is second of a two-class series for the Certificate of Basic Manufacturing. Mandatory decimal grading.

**Prerequisite Recommended:** Recommended minimum score of 200 for English and Math on the CASAS test or completion of ESL Level 4.

**Prerequisite Required:** MFGT 107 with a 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 109 Intermediate Manufacturing Part A**

**Credits:** 10

This course prepares individuals to become CNC Machinists with a focus on CNC milling machines. This course uses lecture, online and hands-on classroom experience. It is the third in a four class series for the Principals of Precision Machining certificate. Mandatory decimal grading.

**Prerequisite Recommended:** Recommended minimum score of 200 for English and Math on the CASAS test or completion of ESL Level 4.

**Prerequisite Required:** MFGT 105 or MFGT 107 + MFGT 108

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 110 Intermediate Manufacturing Part B**

**Credits:** 10

This course prepares individuals to become CNC Machinists with an emphasis on CNC lathes. This course uses lecture, online and hands-on classroom experience. This is the fourth in a four class series for the Principals of Precision Machining certificate. Mandatory decimal grading.

**Prerequisite Recommended:** Recommended minimum score of 200 for English and Math on the CASAS test or completion of ESL Level 4.

**Prerequisite Required:** MFGT 105 + MFGT 109 or MFGT 107 +

MFGT 108 + MFGT 109

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 111 Manufacturing Technology**

### **Applications Part A**

**Credits:** 10

This advanced program prepares individuals to be CNC Machinists using lecture, online and hands-on classroom experience. It is the first in a two quarter certificate. Mandatory decimal grading.

**Prerequisite Recommended:** Recommended minimum score of 200 for English and Math on the CASAS test or completion of ESL Level 4.

**Prerequisite Required:** MFGT 106 or MFGT 109 + MFGT 110 with a 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 112 Manufacturing Technology**

### **Applications Part B**

**Credits:** 10

This advanced program prepares individuals to be CNC Machinists using lecture, online and hands-on classroom experience. It is the second in a two quarter certificate. Mandatory decimal grading.

**Prerequisite Recommended:** Recommended minimum score of 200 for English and Math on the CASAS test or completion of ESL Level 4.

**Prerequisite Required:** Successful completion of MFGT 111 with a 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 113 Certificate In Basic Manufacturing**

**Credits:** 21

This course introduces students to concepts concerning manufacturing techniques. Topics covered include safety, print reading, and precision measurement. A capstone project incorporating manufacturing skill sets working in a modern manufacturing lab creating a final product meeting necessary quality standards. Mandatory decimal grading.

**Prerequisite Required:** ENGL 080 or ESL 050, and MATH 070.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 120 Manufacturing Technology**

### **Applications**

**Credits:** 20

This advanced program prepares individuals as CNC Machinists. Instruction covers programming, set-up and operation of CNC machining and turning centers, blueprint reading, math, machine tool theory, CMM inspection, surface plate techniques, and Lean Manufacturing. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 106, or MFGT 108 and MFGT 109 with a 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 155 Quality Assurance Fundamentals**

**Credits:** 5

This course provides a fundamental overview and awareness of the concepts, theory, and practice of quality as it relates to today's machining environment. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 120, or Instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 156 Certified Quality Inspector**

### **Preparation**

**Credits:** 5

This course adds depth to the fundamental overview of the concepts, theory, and practice of quality as presented in MFGT 155, with the goal of preparing students for quality inspection certificates such as the American Society for Quality Certified Quality Inspector. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 155, or instructor permission.

**When Typically Offered:** Fall, Spring

## **MFGT 157 Team Dynamics In Mfgt**

**Credits:** 3

This course provides a fundamental overview of teams in manufacturing including different team types, functions, team of development, team stages, and team management. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 155 with a 2.0 or better, or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 166 Quality Audits**

**Credits:** 5

This course provides an overview of Quality auditing and discusses the various types of audits and the elements and application of each of those types of audits. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 155, MFGT 156, MFGT 157, MFGT 167, MFGT 170, MFGT 230, with a 2.0 GPA or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 167 Inspection and Test**

**Credits:** 5

This course provides a foundation and discusses the application of processes and techniques used in the manufacturing industry, including blueprint reading, sampling, inspection techniques, and testing methods.

**Prerequisite Required:** Successful completion of MFGT 155, MFGT 156, MFGT 157 with a 2.0 GPA or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 169 Preventive and Corrective Action**

**Credits:** 3

This course provides the foundation that enables the implementation of preventing and corrective action systems in manufacturing processes. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 155, MFGT 156, MFGT 157, MFGT 167, MFGT 170, MFGT 230, with a 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 170 Quality Systems and Standards**

**Credits:** 5

This course provides a fundamental overview and provides details and applications of the different quality systems and standards used in the manufacturing industry. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 155, MFGT 156, MFGT 157, MFGT 167, MFGT 230 with a 2.0 GPA or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 196 Manufacturing Internship**

**Credits:** 9

This course is a cooperative work experience with local industry. Students will apply learned skills, gain actual on-the-job experience, and receive credit for work experience appropriate to their level of education. Student option grading.

**Prerequisite Required:** Successful completion of MFGT 120 with a 2.0 GPA or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 215 Manufacturing Technology**

### **Programming**

**Credits:** 6

This course introduces the use of CAD/CAM software to program numerically controlled machines and creation of job planning for part production. Mandatory decimal grading.

**Prerequisite Required:** MFGT 120 with a 2.0 or better or instructor approval.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 220 Computer Aided Manufacturing (CAM)**

**Credits:** 6

This course provides the fundamental knowledge and skills to properly use Computer Aided Manufacturing software to transition products from design to manufacturing. Mandatory decimal grading.

**Prerequisite Required:** MFGT 215 with a 2.0 or better.

**When Typically Offered:** Winter, Spring

## **MFGT 225 Introduction to Additive Manufacturing**

**Credits:** 3

This course provides a fundamental overview of 3D printing and rapid prototyping, including the processing of suitable CAD models to eliminate problems, secondary processing, and the impact of 3D printing on society. Mandatory decimal grading.

**Prerequisite Required:** Completion of MFGT 215 with a 2.0 or better, or instructor's permission.

**When Typically Offered:** Winter, Spring

## **MFGT 227 Advanced CAD/CAM Programming**

**Credits:** 5

This course provides knowledge and skills to use CAD/CAM software to develop program code that will be performed on rotary axis CNS machining and turning centers. Mandatory decimal grading.

**Prerequisite Required:** MFGT 215 with a 2.0 or better.

**When Typically Offered:** Fall, Spring

## **MFGT 230 Measurement Systems**

**Credits:** 5

This course provides the basic foundation of measurement systems and measurement system applications used in manufacturing. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 155, MFGT 156 with a 2.0 GPA or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 235 Calibration Systems**

**Credits:** 5

This course describes the calibration process used in manufacturing to ensure measurements are accurate and traceable to national and international standards. Previously MFGT 232. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 155, MFGT 156, MFGT 157 with a 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 236 Statistical Techniques**

**Credits:** 5

This course provides the fundamental statistical concepts and methodologies and how they are used in industry to control manufacturing and business processes. Previously MFGT 233. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 167, MFGT 230, MFGT 235 with 2.0 GPA or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 244 Preventative Maintenance**

**Credits:** 3

This course provides an overview of Preventive Maintenance practices, including: safety, plan development and implementation, technical documents, machine systems, measurement, alignment, coolants and lubricants, conduct and documentation of periodic checks, inspection, troubleshooting, and monitoring of machine operation. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 120 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 245 10-Hour OSHA**

**Credits:** 1

This course is intended to raise the safety awareness and hazard identification knowledge of those working in the manufacturing field, and to lead to OSHA 10-Hour General Industry Safety Certification. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 120, or Instructor Permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 246 Mechanical Maintenance**

**Credits:** 5

Course provides basic knowledge of machine maintenance as

applied to mechanical components and systems. Topics include safety, documentation, mechanics, systems, setup, troubleshooting, and performance of maintenance. This course develops skills in alignment with NIMS Levels II and III Machine Building and Maintenance certifications. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 120 or Instructor Permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 247 Motive Maintenance**

**Credits:** 5

This course provides basic knowledge of machine maintenance as applied to motive components and systems. Topics include safety, documentation, setup and maintenance of pumps, motors, and mechanical and fluid power systems. This course develops skills in alignment with MIMS Levels II and II Machine Building and Maintenance certifications. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 120, or Instructor Permission.

**When Typically Offered:** Fall, Spring

## **MFGT 248 Control Maintenance**

**Credits:** 5

This course provides basic knowledge of machine maintenance as applied to electrical components and electronic control systems. Topics include safety, documentation, electrical fundamentals, and industrial electronics. This course develops skills in alignment with NIMS Levels II and III Machine Building and Maintenance certifications. Mandatory decimal grading.

**Prerequisite Required:** MFGT 120 with grade of 2.0 or better, or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 255 Smartcam Programming for Milling Centers**

**Credits:** 3

CAM programming applied to milling and machining centers. Corequisite or prerequisite: MFGT 250 or permission. Previously MFGT 252. Mandatory decimal grading.

**Prerequisite Required:** INDUS 103 or MACHT 171 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 256 CAM Turning Lab**

**Credits:** 2

CAM programming applied to turning centers. Corequisite or prerequisite: MFGT 250 or permission. Previously MFGT 253. Mandatory decimal grading.

**Prerequisite Required:** INDUS 103 or MACHT 171 or permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MFGT 264 CAD/CAM Punching**

**Credits:** 2

CAD/CAM programming applied to CNC punch presses.

Corequisite or prerequisite: MFGT 260 or permission. Mandatory decimal grading.

**Prerequisite Required:** MFGT 250, 254 or permission.

**When Typically Offered:** Fall, Winter, Spring

### **MFGT 265 CAD/CAM Milling Lab**

**Credits:** 2

CAD/CAM Programming applied to CNC Milling. Corequisite or prerequisite: MFGT 260 or permission. Mandatory decimal grading.

**Prerequisite Required:** MFGT 250, MFGT 255 or permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MFGT 266 CAD/CAM Turning Lab**

**Credits:** 2

CAD/CAM Programming applied to CNC Turning. Corequisite or prerequisite: MFGT 260 or permission. Mandatory decimal grading.

**Prerequisite Required:** MFGT 250, MFGT 256 or permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MFGT 267 CAD/CAM Survey Lab**

**Credits:** 2

A survey of CAD/CAM Programming Applied to Punching, Turning and Milling. Corequisite or prerequisite: MFGT 260 or permission. Mandatory decimal grading.

**Prerequisite Required:** MFGT 250, 257 or permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MFGT 280 Robot Certification**

**Credits:** 5

This course provides an opportunity to learn how to setup, program, and operate industrial robots in both the virtual and real worlds. Mandatory decimal grading.

**Prerequisite Required:** Completion of MFGT 120 with a grade of 2.0 or better, or Instructor Permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MFGT 281 Robot Vision**

**Credits:** 3

This course provides an opportunity to learn how to select, set up, teach, test, troubleshoot, and modify robot vision processes and programs. Mandatory decimal grading.

**Prerequisite Required:** Completion of MFGT 280 with a grade of 2.0 or better, or instructor permission.

**When Typically Offered:** Fall, Spring

### **MFGT 290 Quality Internship**

**Credits:** 9

This course is a cooperative work experience option for qualified students. Students will apply learned skills, gain actual on-the-job experience, and receive credit for work experience appropriate to training while completing the program of study. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of MFGT 166, MFGT 169, MFGT 170 with a 2.0 GPA or better.

**When Typically Offered:** Fall, Spring

### **MFGT 296 CAM Internship**

**Credits:** 9

This course provides work experience with local industry. Students will apply learned skills, gain actual on-the-job experience, and receive credit for work experience appropriate to their level of education. Student option grading.

**Prerequisite Required:** Successful completion of MFGT 215, MFGT 220, MFGT 225 with a 2.0 or better.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MFGT 298 Individual Projects In Manufacturing Technology**

**Credits:** 2

Individual project in a specific area of Manufacturing Technology.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **MFGT 299 Individual Projects In Manufacturing Technology**

**Credits:** 3

Individual project in a specific area of Manufacturing Technology.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **Mathematics**

### **MATH 007 Self-Paced Mathematics Review**

**Credits:** 2

On-campus, computer-delivered. Intended for students who want to improve their math placement, or who want a review before beginning a math course. Students work with an instructor to design and complete an individual plan of study. Students work independently to review mathematics topics. Mandatory P/NC grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MATH 046 Intermediate Algebra Support for Statistics**

**Credits:** 2

**Variable Credit:** No.

Corequisite support course for MATH& 146. Intermediate algebra topics, including linear and exponential functions, graphing, and inequalities. College success strategies addressing time management, math anxiety, and study skills. Concurrent enrollment in MATH& 146 required. Mandatory P/NC grading.

**Prerequisite Required:** ABE 053 (Pass), or placement into MATH 046.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MATH 047 Int. Algebra Support for MATH& 107 or PHIL& 120**

**Credits:** 2

Corequisite support course for MATH& 107 or PHIL& 120. Intermediate algebra topics including linear and exponential functions, graphing, and inequalities. College success strategies addressing time management, math anxiety, and study skills.

Concurrent enrollment in MATH& 107 or PHIL& 120 required.  
Mandatory P/NC grading.

**Prerequisite Required:** ABE 053 (Pass), or placement into MATH 047.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH 049 Support for Intermediate Algebra**

**Credits:** 3

Corequisite support course for MATH 099 . Algebra topics include graphing, equations of lines, factoring, laws of exponents. College success strategies address time management, math anxiety, and study skills.

Concurrent enrollment in MATH 099 required. Mandatory P/NC grading.

**Prerequisite Required:** ABE 073 or placement into MATH 049.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH 060 Basic Math**

**Credits:** 5

Addition, subtraction, multiplication, and division of whole numbers, common fractions, and decimals. Also includes an introduction to percentages, ratio and proportion, estimation and narrative problems. Student option grading.

**When Typically Offered:** Fall

## **MATH 070 Introduction to Algebra**

**Credits:** 5

An introduction to fundamental algebraic skills needed for Intermediate Algebra I. Course includes a review of arithmetic and an introduction to graphing, simplifying algebraic expressions, exponents, and solving linear equations. Student option grading.

**Prerequisite Required:** MATH 060 (2.0 or better), or ABE 043 (Pass), or placement into MATH 070.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH 087 Mathematics Success Strategies**

**Credits:** 2

Students learn organizational and time management skills, skills for independent learning, problem-solving approaches, test-taking strategies, and techniques that promote confidence and success in mathematics. Mandatory P/NC grading.

**Prerequisite Required:** MATH 060 (2.0 or better), or placement into MATH 070.

## **MATH 090 Independent Study Basic Mathematics**

**Credits:** 1-3

Students in any MATH or MATH& course or BUS 102 study mathematics individually or in small groups using Math Learning Center resources such as learning assistants and computers. Other materials including textbooks and calculators are available nearby. Mandatory P/NC grading.

**Prerequisite Required:** Concurrent enrollment in any MATH or MATH& course or BUS 102 required.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH 098 Intermediate Algebra I**

**Credits:** 5

Fundamentals and applications of algebra including solving linear equations and inequalities, lines, solving systems of equations, functions, graphing functions, rational exponents, exponential functions, logarithms. Student option grading.

**Prerequisite Required:** MATH 070 (2.0 or better), or ABE 073 (Pass), or placement into MATH 098.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH 099 Intermediate Algebra**

**Credits:** 5

Fundamentals and applications of algebra with graphing. Covers linear, quadratic, exponential, and logarithmic functions. Solving equations and inequalities involving these functions. Includes radical and rational expressions, systems of linear equations, and modeling. Student option grading.

**Prerequisite Required:** Placement into MATH 099 OR concurrent enrollment in MATH 049.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH 111 Elements of Pre-Calculus**

**Credits:** 5

Algebra topics including mathematical modeling, graphing & problem solving w/ polynomial, rational, exponential & logarithmic functions. Applications. Topics from mathematics of finance. Intended for students in business, social sciences & some biological sciences. Student option grading.

**Prerequisite Required:** MATH 099 (2.0 or better), or placement into MATH 111.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH 207 Elements of Differential Equations**

**Credits:** 5

Linear and non-linear ordinary differential equations and applications. Graphical, numerical, analytical and qualitative methods. Student option grading.

**Prerequisite Required:** MATH& 163 (2.0 or better) or instructor permission.

**When Typically Offered:** Fall, Spring

## **MATH 208 Linear Algebra**

**Credits:** 5

Matrix operations, determinants, systems of equations, abstract vector spaces, linear transformations, eigenvalues and eigenvectors. Student option grading.

**Prerequisite Required:** MATH& 163 (2.0 or better) or instructor permission.

**When Typically Offered:** Fall, Winter

## **MATH 211 Elements of Statistical Method**

**Credits:** 5

Principles of data analysis, linear regression, data collection, elementary probability, random variables, probability distributions and statistical inference. Emphasis on practical applications and the interpretations of results. Student option grading.

**Prerequisite Required:** MATH& 148 (2.0 or better) or MATH&

151 (2.0 or better) AND placement into ENGL 099 or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MATH 292 Special Topics In Mathematics**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in mathematics.

### **MATH 293 Special Topics In Mathematics**

**Credits: 1-3**

Classes focusing on specific issues and/or topics of interest in mathematics.

### **MATH 295 Special Topics In Mathematics**

**Credits: 1- 5**

Classes focusing on specific issues and/or topics of interest in mathematics.

### **MATH 297 Individual Project In Mathematics**

**Credits: 1**

Individual project in a specific area of mathematics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Winter

### **MATH 298 Individual Project In Mathematics**

**Credits: 2**

Individual project in a specific area of mathematics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Winter

### **MATH 299 Individual Project In Mathematics**

**Credits: 3**

Individual project in a specific area of mathematics, Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Winter

### **MATH& 107 Math In Society**

**Credits: 5**

Practical applications of mathematics as they arise in everyday life. Includes finance math, probability & statistics, and a selection of other topics. Designed for students who are not preparing for calculus. Satisfies Quantitative/Symbolic Reasoning requirement for AA degree.

Student option grading.

**Prerequisite Required:** Placement into MATH& 107 OR concurrent enrollment in&nbsp;MATH 047.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MATH& 141 Precalculus I**

**Credits: 5**

The elementary functions and their graphs, with applications to mathematical modeling. Examples include linear, quadratic, polynomial, rational, exponential and logarithmic functions, composite functions, inverse functions and transformation of graphs. Student option grading.

**Prerequisite Required:** MATH 099 (2.0 or better), or placement into MATH& 141.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MATH& 142 Precalculus II**

**Credits: 5**

Triangle trigonometry, circular and inverse trigonometric functions, trigonometric identities, solving trigonometric equations, applications of trigonometry. Polar coordinates and parametric equations. Student option grading.

**Prerequisite Required:** MATH& 141 (2.0 or better) or placement into MATH& 142.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MATH& 146 Introduction to Stats**

**Credits: 5**

Analysis of data through graphical and numerical methods, linear regression, the Normal distribution, data collection, elementary probability, confidence intervals and hypothesis testing. Emphasis on applications. Satisfies Quantitative/Symbolic Reasoning requirement for AA degree. Student option grading.

**Prerequisite Required:** Placement into MATH& 146 OR concurrent enrollment in MATH 046, AND placement into ENGL 099&nbsp;or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MATH& 146H Introduction to Stats HC**

**Credits: 5**

Analysis of data through graphical and numerical methods, linear regression, the Normal distribution, data collection, elementary probability, confidence intervals and hypothesis testing. Emphasis on applications. Mandatory decimal grading.

**Prerequisite Required:** MATH 098 (2.0 or better), MATH 099 (2.0 or better), or placement into MATH& 146, AND placement into ENGL 099 or EAP 099.

**When Typically Offered:** Winter

### **MATH& 148 Business Calculus**

**Credits: 5**

Differential and Integral Calculus of elementary functions with an emphasis on business and social science applications. Designed for students who want a brief course in Calculus. (No credit given to those who have completed MATH& 151.) Student option grading.

**Prerequisite Required:** MATH 111 preferred (2.0 or better) or MATH& 141 (2.0 or better), or placement into MATH& 148.

**When Typically Offered:** Summer, Fall, Winter, Spring



## **MATH& 151 Calculus I**

### **Credits: 5**

Definition, interpretation and applications of the derivative. Derivatives of algebraic and transcendental functions. Student option grading.

**Prerequisite Required:** MATH& 142 (2.0 or better), or placement into MATH& 151.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH& 152 Calculus II**

### **Credits: 5**

Definition, interpretation, and application of the definite integral. The Fundamental Theorem of Calculus, techniques of integration, definite integrals involving curves described parametrically, and introduction to separable differential equations. Student option grading.

**Prerequisite Required:** MATH& 151 (2.0 or better.)

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH& 163 Calculus 3**

### **Credits: 5**

Infinite series & the calculus of vector-valued functions and functions of several variables. Sequences, series, Taylor series, vector products, lines, planes, space curves, level curves & surfaces, partial derivatives, chain rules, tangent planes, gradient & directional derivatives. Student option grading.

**Prerequisite Required:** MATH& 152 (2.0 or better.)

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATH& 171 Math for Elem Ed I**

### **Credits: 5**

Fundamental concepts of numbers and operations related to topics taught at the K-8 level. Topics include problem solving, algebraic thinking, numeration, and arithmetic with rational numbers. Recommended for future elementary teachers. Student option grading.

**Prerequisite Required:** MATH 098 (2.0 or better), MATH 099 (2.0 or better), or MATH 095 (2.0 or better), or placement into MATH& 171, AND placement into ENGL 099 or EAP 099.

## **MATH& 264 Calculus 4**

### **Credits: 5**

Continuation of the MATH& 151, MATH& 152, and MATH& 163 Calculus sequence. Optimization, multiple integrals, vector fields, divergence, curl, line and surface integrals, Green's Theorem, Stokes' Theorem, and the Divergence Theorem. Student option grading.

**Prerequisite Required:** MATH& 163 (2.0 or better) or permission.

**When Typically Offered:** Winter, Spring

## **MATHS 099 Intermediate Algebra with Support**

### **Credits: 8**

MATH 099 Intermediate Algebra + MATH 049 Support for Intermediate Algebra. Fundamentals and applications of algebra with graphing. Includes student success strategies. Student option grading.

**Prerequisite Required:** ABE 073 (Pass), or placement into MATH

049.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MATHS 107 Math in Society with Support**

### **Credits: 7**

MATH& 107 Math in Society + MATH 047 Int. Algebra Support for MATH& 107. Practical applications of mathematics as they arise in everyday life with algebra topics and student success strategies. Student option grading.

**Prerequisite Required:** ABE 053 (Pass) OR placement into MATH 047.

**When Typically Offered:** summer, Fall, Winter, Spring

## **MATHS 146 Introduction to Stats with Support**

### **Credits: 7**

MATH& 146 Introduction to Stats + MATH 046 Intermediate Algebra Support for Statistics. Introductory statistics course with algebra topics and student success strategies. Student option grading.

**Prerequisite Required:** ABE 053 (Pass) OR placement into MATH 046, AND placement into ENGL 099 or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Medical Lab Technology**

### **MLT 121 Essentials of Phlebotomy**

#### **Credits: 3**

Lecture and laboratory classes. Includes role of the phlebotomist, safety, infection control, phlebotomy technique, equipment, and specimen processing. Practice performing capillary and venipuncture techniques. Mandatory decimal grading.

**Prerequisite Required:** ENGL 099 with a grade of 2.0 or equivalent class, or placement into ENGL& 101. Acceptance into the Phlebotomy Program or instructor permission.

**When Typically Offered:** Fall, Spring

### **MLT 122 Phlebotomy Laboratory Basics**

#### **Credits: 3**

Lecture & Laboratory phlebotomy program course includes laboratory computer information systems, safety practices, specimen processing, and point of care testing. Customer service and patient confidentiality emphasized. Mandatory decimal grading.

**Prerequisite Required:** Acceptance into the Phlebotomy or MLT Program, or instructor permission. ENGL 099 or equivalent, or placement into ENGL& 101.

**When Typically Offered:** Fall, Spring

### **MLT 123 AIDS and HIV Education for Health Care Workers**

#### **Credits: 1**

Introduction to AIDS & HIV. Topics include exposure risk, infection control measures, symptoms of illness, opportunistic infections & blood borne pathogens. HIV testing reviewed. Outside class activities assigned. Meets the Washington State requirement for HIV/AIDS education for healthcare workers. Mandatory decimal grading.

**Prerequisite Required:** Successful completion of ENGL 099 or equivalent, or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MLT 132 Phlebotomy Practicum**

**Credits:** 1-6

Phlebotomy training (40-160 hrs) in a health care facility per program requirement. Some online content. Health insurance, Hepatitis B and other vaccinations, PPD and Criminal History Background Check. Mandatory P/NC grading.

**Prerequisite Required:** ENGL 099 or equivalent recommended. MLT 121 or MLT 200 required with grade of 2.0 or higher, and instructor permission. Admission to Phleb. or MLT Program.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MLT 181 Introduction to Medical Lab Procedures**

**Credits:** 4

Course includes lecture & seminar introducing theory of clinical laboratory procedure, laboratory safety, specimen collection, quality control and urinalysis. Mandatory decimal grading.

**Prerequisite Required:** BIOL& 170 and BIOL& 211.

**When Typically Offered:** Spring

### **MLT 182 Lab: Medical Lab Procedures**

**Credits:** 2

An introduction to procedures used in the clinical or biological laboratory. Emphasis on laboratory safety, test measurement, specimen collection, quality control procedures, basic laboratory testing and instrumentation and urinalysis. Mandatory decimal grading.

**Prerequisite Required:** BIOL& 170 and BIOL& 211.

**When Typically Offered:** Spring

### **MLT 200 MLT Phlebotomy Skills Lab**

**Credits:** 1

Laboratory class to give MLT students basic phlebotomy skills and techniques using a variety of equipment. Student will draw blood specimens on classmates, process samples and use laboratory information system to order a laboratory test. Mandatory P/NC grading.

**Prerequisite Required:** Acceptance into the MLT Program and/or instructor permission.

**When Typically Offered:** Winter

### **MLT 221 Hematology Lecture**

**Credits:** 6

Basic theory of clinical hematology and coagulation. Theory of blood cell development, diagnostic test procedures, and correlation of test results with disease state. Diagnostic tests performed to detect coagulopathies. Previously MLT 220. Mandatory decimal grading.

**Prerequisite Required:** Admission into the MLT Program.

**Instructor permission required:** Instructor permission required.

**When Typically Offered:** Fall

### **MLT 222 Clinical Chemistry Lecture**

**Credits:** 6

The theoretical and practical concepts associated with testing procedures, including fundamentals of instrumentation, methodology, quality, control, and biochemistry related to substances tested in the clinical chemistry laboratory. Mandatory decimal grading.

**Prerequisite Required:** Admission to the MLT Program.

**When Typically Offered:** Winter

### **MLT 223 Parasitology and Mycology Lecture**

**Credits:** 3

Basic theory and clinical procedures used to isolate and identify intestinal, blood and tissue parasites; dermatophytes, systemic and subcutaneous fungi. Mandatory decimal grading.

**Prerequisite Required:** Admission into the MLT Program and BIOL& 260.

**Instructor permission required:** Instructor permission required.

**When Typically Offered:** Summer

### **MLT 224 Clinical Microbiology Lecture**

**Credits:** 5

Basic theory of clinical microbiology including disease states, isolation and identification of bacterial organisms. Emphasis is placed on media selection and interpretation of result diagnostic tests. Mandatory decimal grading.

**Prerequisite Required:** BIOL& 260 with a grade of 2.0 or better; admission into the MLT program.

**When Typically Offered:** Winter

### **MLT 225 Clinical Immunology Lecture**

**Credits:** 4

Basic theory and diagnostic procedures in clinical immunology. Nature of immunoglobulins, antigen-antibody reactions, natural and acquired immunity, introduction to genetics, immunologic diseases and infectious diseases including AIDS and Hepatitis. Mandatory decimal grading.

**Prerequisite Required:** Admission to MLT Program or instructor permission.

**When Typically Offered:** Fall

### **MLT 231 Hematology Laboratory**

**Credits:** 3

Basic application of clinical hematology including normal and abnormal development of cellular components of blood as manifested in disease, diagnostic hematologic tests performed, and theory of coagulation and diagnostic tests performed. Mandatory decimal grading.

**Prerequisite Required:** Admission to MLT Program or instructor permission.

**When Typically Offered:** Fall

### **MLT 232 Clinical Chemistry Lab**

**Credits:** 3

Application of theoretical techniques used in the clinical chemistry laboratory including sample preparation, manual & automated testing, quality control and associated disease states. Emphasis

placed on performing routine clinical chemistry procedures, controls and evaluating results. Mandatory decimal grading.

**Prerequisite Required:** Admission into the MLT Program.

**When Typically Offered:** Winter

### **MLT 233 Parasitology & Mycology Lab**

**Credits:** 1

Basic parasitology and mycology lab covers collection, processing, & direct examinations. Emphasis on microscopic identification of parasites. Review of staining techniques and culture identification of fungus & yeast. Mandatory decimal grading.

**Prerequisite Required:** Admission to the MLT Program or BIOL& 260 and instructor permission.

**When Typically Offered:** Fall

### **MLT 234 Clinical Microbiology Laboratory**

**Credits:** 3

Isolate and identify clinically significant microorganisms from specimen cultures. Emphasis placed on sterile technique, safety, quality control, isolation techniques, quality assurance and identification of microorganisms. Mandatory decimal grading.

**Prerequisite Required:** BIOL& 260 with a grade of 2.0 or better and admission into the MLT Program.

**When Typically Offered:** Winter

### **MLT 235 Clinical Immunology Laboratory**

**Credits:** 2

Basic immunology techniques and procedures used in a clinical laboratory. Qualitative and semi-quantitative tests for antibodies and antigens. Safety, quality control, pipette technique and dilutions are emphasized. Mandatory decimal grading.

**Prerequisite Required:** Admission to MLT Program or instructor permission.

**When Typically Offered:** Fall

### **MLT 241 Hematology Practicum**

**Credits:** 6

Practical experience in clinical laboratory, 40 hours per week for 4 weeks. Perform routine laboratory procedures using hematology, coagulation, and urinalysis instrumentation and lab computer system. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the MLT Program, MLT 221 and MLT 231.

**When Typically Offered:** Fall, Spring

### **MLT 242 Chemistry Practicum**

**Credits:** 6

Practical experience in clinical laboratory, 40 hours per week for 4 weeks. Perform routine laboratory procedures using clinical chemistry instrumentation and lab computer system. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the MLT Program, MLT 222 and MLT 232.

**When Typically Offered:** Fall, Spring

### **MLT 244 Microbiology Practicum**

**Credits:** 6

Practical experience in clinical laboratories, 40 hours per week for 4 weeks. Perform routine laboratory procedures using laboratory equipment and instrumentation in microbiology, parasitology, & mycology testing. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the MLT Program, MLT 224 and MLT 234.

**When Typically Offered:** Fall, Spring

### **MLT 245 Integrated Immunohematology**

**Credits:** 10

A concentrated blood bank lecture/lab and clinical problem-solving course. Theory and practical application include: blood group serology, compatibility testing, antibody identification, QC, preparation/storage of donor units and blood components, and incompatibility resolution. Mandatory decimal grading.

**Prerequisite Required:** Admission into the MLT Program, and MLT 221, MLT 231, MLT 225 and MLT 235.

**When Typically Offered:** Summer

### **MLT 291 Special Topics In Medical Lab Technology**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in Medical Lab Technology.

**Instructor permission required:** Yes.

### **MLT 292 Special Topics In Medical Lab Technology**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Medical Lab Technology.

**Instructor permission required:** Yes.

### **MLT 293 Special Topics In Medical Lab Technology**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in Medical Lab Technology.

**Instructor permission required:** Yes.

### **MLT 297 Individual Project In Medical Lab Technology**

**Credits:** 1

Individual project in a specific area of Medical Lab Technology.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **MLT 298 Individual Project In Medical Lab Technology**

**Credits:** 2

Individual project in a specific area of Medical Lab Technology.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **MLT 299 Individual Project In Medical Lab Technology**

**Credits: 3**

Individual project in a specific area of Medical Lab Technology.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **Multicultural Studies**

### **MCS 105 Introduction to Multicultural Studies**

**Credits: 5**

Students will develop a personal and historical understanding of issues related to race, social class, gender, sexual orientation, disabilities & culture; and how these issues are used in the distribution of power and privilege in the U.S. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MCS 105H Introduction to Multicultural Studies HC**

**Credits: 5**

Students will develop a personal and historical understanding of issues related to race, social class, gender, sexual orientation, disabilities & culture; and how these issues are used in the distribution of power and privilege in the U.S. Mandatory decimal grading.

**Prerequisite Required:** ENGL 099 with a 2.0 or better or placement into ENGL& 101.

### **MCS 205 Seminar In Social Justice**

**Credits: 5**

We will engage in an extended analysis of complex problems in social justice using a comparative approach. We will begin our analysis in the U.S., and compare issues of social justice with other nations around the globe. We will examine proven solutions to social issues in detail. Student option grading.

**Prerequisite Required:** Placement into ENGL& 101 and successful completion of core course in Multicultural Understanding.

**When Typically Offered:** Spring

### **MCS 210 African Studies**

**Credits: 5**

Survey of various ancient and modern peoples of Africa. We will examine specific pre- and post-colonial societies, institutions and social movements, with a focus on past and present contributions of Africans to World Culture. Mandatory decimal grading.

**Prerequisite Required:** Placement into ENGL& 101.

**When Typically Offered:** Summer, Spring

### **MCS 238 Environmental Justice**

**Credits: 5**

Environmental Justice is an interdisciplinary, problem-solving approach that identifies and examines how inequalities arise in an

environmental context. We will examine the historical, scientific, socioeconomic, legal, cultural, and political complexities of the relationship between people and the environment. Mandatory decimal grading.

**When Typically Offered:** Fall

### **MCS 250 Fundamentalism Among the Children of Abraham**

**Credits: 5**

This course seeks to investigate religious fundamentalism, within the Abrahamic religions of Judaism, Christianity, and Islam, with specific emphasis on the impact of contemporary Islamic fundamentalism and progressive Islamic doctrine. Mandatory decimal grading.

**Prerequisite Required:** Placement into ENGL& 101.

**When Typically Offered:** Spring

### **MCS 291 Special Topics In Multicultural Studies**

**Credits: 1**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies. Student option grading.

### **MCS 292 Special Topics In Multicultural Studies**

**Credits: 2**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies. Student option grading.

### **MCS 293 Special Topics In Multicultural Studies**

**Credits: 3**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies. Student option grading.

### **MCS 294 Special Topics In Multicultural Studies**

**Credits: 4**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies. Student option grading.

### **MCS 295 Special Topics In Multicultural Studies**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Multicultural Studies. Student option grading.

### **MCS 297 Individual Project In Multicultural Studies**

**Credits: 1**

Individual project in a specific area of Multicultural Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **MCS 298 Individual Project In Multicultural Studies**

**Credits: 2**

Individual project in a specific area of Multicultural Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **MCS 299 Individual Project In Multicultural Studies**

**Credits: 3**

Individual project in a specific area of Multicultural Studies. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **Music**

### **MUSC 100 Introduction to Music Theory**

**Credits: 5**

An introduction to reading and writing music. Topics include standard music notation, meter, rhythm, scales and key signatures. May be used in preparation for MUSC& 141. Concurrent enrollment in MUSC 120 required for music majors. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MUSC 106 Music In American Culture**

**Credits: 5**

Explore musical traditions from diverse American cultures through guided listening and analysis of songs, styles, genres and musicians, with emphasis on the role of race, class, gender and sexual-orientation. Dual listed with AES 106. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or EAP 099 or placement into ENGL& 101.

**When Typically Offered:** Fall, Spring

### **MUSC 107 Jazz History**

**Credits: 5**

Examine the history and development of jazz in the U.S. as well as its key historical figures. Includes the study of issues that parallel the growth of jazz music in American society and examples of recordings from the period that foreshadowed the introduction of hip-hop in the early 1970s. Student option grading.

**When Typically Offered:** Winter, Spring

### **MUSC 108 Music In World Cultures**

**Credits: 5**

Experience the diversity of music from around the world by examining selected musics in their broad cultural contexts: religious, historical and social. Emphasis on listening skills, music aesthetics, styles, genres, transmission and sociocultural backgrounds of musicians. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Winter, Spring

### **MUSC 109 American Popular Music**

**Credits: 5**

Explore American popular music from the 19th century to today

including Ragtime, Tin Pan Alley, Jazz, Rock, Country, Blues, Punk, Alternative, and Rap. Student option grading.

**When Typically Offered:** Summer, Fall

### **MUSC 114 Class Instruction-Guitar I**

**Credits: 2**

This course is intended for students with little or no background in guitar performance. It presents basic skills and techniques needed to enjoy playing the guitar. Students must supply their own acoustic guitar. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **MUSC 115 Class Instruction Electric Bass**

**Credits: 2**

Basic skills for the electric bass including reading bass clef, scales and modes, improving technical proficiency. For beginning to intermediate players. Students must provide own instrument. Course may be taken up to six times. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **MUSC 118 Class Instruction-Guitar II**

**Credits: 2**

This course is intended for intermediate level guitarists. It builds on skills learned in Guitar I and presents more advanced techniques for improved acoustic guitar performance. Students must supply their own acoustic guitar. Student option grading.

**Prerequisite Required:** MUSC 114 Class Instruction-Guitar I, or permission of instructor.

**When Typically Offered:** Winter, Spring

### **MUSC 119 Class Piano for Gen. Students**

**Credits: 2**

Students with little or no piano background learn basic piano skills and techniques. Student option grading.

**When Typically Offered:** Fall, Winter

### **MUSC 120 Class Piano for Music 100 Students**

**Credits: 2**

Students learn basic skills needed in music reading, music theory and piano performance. Mandatory decimal grading.

**Prerequisite Required:** Concurrent enrollment in MUSC 100 is required.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **MUSC 133 Performance Techniques**

**Credits: 2**

Performance Techniques focuses on various aspects of artistic performances. This class provides opportunities for students to perform publicly and to learn about stagecraft and audience behavior. Students will be exposed to a wide variety of music through concert attendance and personal performances. Mandatory decimal grading.

**When Typically Offered:** Winter, Spring

### **MUSC 135 Shoreline Singers**

**Credits: 2**

This advanced a cappella ensemble performs a variety of

challenging vocal music including classical, world music, modern music, and jazz. The group tours annually and schedules multiple performances each quarter. Mandatory decimal grading.

**Prerequisite Required:** Audition required. Also requires concurrent registration in Chorale or special permission of instructor.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 136 Jazz Ensemble**

**Credits:** 2

The Jazz Ensemble rehearses and performs music in a variety of contemporary jazz styles. Sight reading, jazz interpretation, phrasing and improvisation are stressed. Students present several concerts each quarter and participate in a yearly concert tour, usually in Spring. Student option grading.

**Prerequisite Required:** Membership in the Jazz Ensemble is by audition.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 139 Music Notation Software**

**Credits:** 2

A fully online course introducing students to the creation of music using music notation software. Basic understanding of music notation is required. Student option grading.

**Prerequisite Required:** MUSTC 151, MUSC 100 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 140 Concert Band**

**Credits:** 2

Shoreline's Concert Band performs quarterly concerts that include traditional music, contemporary band works, orchestral transcriptions, solo features, Broadway musicals and marches. Rehearses on Monday evenings fall, winter, spring quarters. Mandatory decimal grading.

**Prerequisite Required:** Ability to play a band instrument.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 144 Funk & Groove**

**Credits:** 2

Funk & Groove is a performance troupe which provides opportunities for students to perform and record song compositions and arrangements in styles typical of commercial radio airplay from the 1970's to the present. The ensemble uses an extensive sound reinforcement system and provides experience in live performance technique and technology. Student option grading.

**Prerequisite Required:** Membership in Funk & Groove is by audition.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 146 Orchestra**

**Credits:** 2

This course is intended for string students who join an approved off-campus community orchestra which rehearses once a week, works on standard orchestral literature and performs in a public concert at least once per quarter. Mandatory decimal grading.

**Prerequisite Required:** Ability to play a string instrument, permission of a music faculty advisor & the community orchestra conductor.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 147 Small Ensemble Performance**

**Credits:** 1-4

Designed for intermediate to advanced musicians and singers: Weekly rehearsals focus on small group performance skill.

Ensembles include: Chamber Wind, Vocal, Guitar, Sax, Piano, Studio Musicianship, Percussion, Bluegrass, Strings, iPad, Repertoire Jazz, Creative Music and Brass. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 150 History of Bluegrass**

**Credits:** 2

Bluegrass blends various musical styles, including fiddle tunes, blues, country, old-time string bands and jazz to form a uniquely American art form. This class examines the history and development of the music through reading, listening and online discussion. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 151 Class Piano for Music Theory I Students**

**Credits:** 2

Music students with little or no piano background learn basic skills required of all music majors. Mandatory decimal grading.

**Prerequisite Required:** Concurrent enrollment in MUSC& 141 is required.

**When Typically Offered:** Fall, Winter

## **MUSC 152 Class Piano for Music Theory II Students**

**Credits:** 2

Music theory students learn basic piano skills and techniques required of music majors. Mandatory decimal grading.

**Prerequisite Required:** Concurrent enrollment in MUSC& 142 is required.

**When Typically Offered:** Winter, Spring

## **MUSC 153 Class Piano for Music Theory III Students**

**Credits:** 2

Music theory students learn basic piano skills and techniques required of music majors. Mandatory decimal grading.

**Prerequisite Required:** Concurrent enrollment in MUSC& 143 is required.

**When Typically Offered:** Spring

## **MUSC 154 Opera Workshop**

**Credits:** 1

Students perform a minor role in a one-act opera and opera scenes in full production in English or the original language.

Mandatory decimal grading.

**Instructor permission required:** Yes, based on student audition.

**When Typically Offered:** Winter

### **MUSC 155 Opera Workshop**

**Credits:** 2

Students perform a secondary role in a one-act opera and opera scenes in full production in English or the original language.

Mandatory decimal grading.

**Instructor permission required:** Yes, based on student audition.

**When Typically Offered:** Winter

### **MUSC 156 Opera Workshop**

**Credits:** 3

Students perform a major role in a one-act opera and opera scenes in full production in English or the original language.

Mandatory decimal grading.

**Instructor permission required:** Yes, based on student audition.

**When Typically Offered:** Winter

### **MUSC 161 Class Voice Instruction - Beginning**

**Credits:** 2

Beginning voice students learn the fundamentals and basic techniques needed in vocal performance to enhance their ability to sing in a performing ensemble and/or perform in public.

Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **MUSC 162 Class Voice Instruction - Intermediate**

**Credits:** 2

Intermediate voice students learn the fundamentals and basic techniques needed in vocal performance to enhance their ability to sing in a performing ensemble and/or perform in public.

Student option grading.

**Prerequisite Required:** Completion of MUSC 161 or permission of instructor.

**When Typically Offered:** Fall, Winter, Spring

### **MUSC 163 Class Voice Instruction - Advanced**

**Credits:** 2

Advanced voice students learn the fundamentals and basic techniques needed in vocal performance to enhance their ability to sing in a performing ensemble and/or perform in public.

Student option grading.

**Prerequisite Required:** Completion of MUSC 162 or permission of instructor.

**When Typically Offered:** Fall, Winter, Spring

### **MUSC 164 Musical Theater Performance**

**Credits:** 1

Students perform a minor musical theater role in full production, accompanied by orchestra. Mandatory decimal grading.

**Instructor permission required:** Yes, based on student audition.

**When Typically Offered:** Spring

### **MUSC 165 Musical Theater Performance**

**Credits:** 2

Students perform a secondary musical theater role in full production, accompanied by orchestra. Mandatory decimal grading.

**Instructor permission required:** Yes, based on student audition.

**When Typically Offered:** Spring

### **MUSC 166 Musical Theater Performance**

**Credits:** 3

Students perform a major musical theater role in full production, accompanied by orchestra. Mandatory decimal grading.

**Instructor permission required:** Yes, based on student audition.

**When Typically Offered:** Spring

### **MUSC 167 Voice-Dance Performance Techniques 1**

**Credits:** 2

Students develop the ability to sing and move simultaneously in preparation for performing on stage in musical roles. Student option grading.

**When Typically Offered:** Winter, Spring

### **MUSC 170 Private Instruction - Classical Voice 1**

**Credits:** 1

Students sing in a variety of languages, prepare for and give public performances. Students receive one-on-one mentoring to nurture artistic goals and improve vocal technique. This course enables the vocal music major to transfer two years of applied study to universities, colleges, and conservatories. Mandatory decimal grading.

**Prerequisite Required:** Placement by audition and enrollment in Shoreline choral ensemble.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

### **MUSC 175 Chamber Chorale**

**Credits:** 2

Mixed voice choral ensemble open to all students. Styles include classical, jazz, pop, folk, and world music. Membership open to all. A short placement check will be performed in the first week of class to determine section placement. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **MUSC 180 Individual Instruction - Classical Piano I**

**Credits:** 1

Individual instruction on technique and classical piano literature from various periods of time. Mandatory decimal grading.

**Prerequisite Required:** Reading knowledge of piano music.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 184 Private Instruction Popular Voice I**

**Credits: 1**

Students are coached to sing in a variety of popular music styles preparing them to give public performances. Students receive one-on-one mentoring to nurture artistic goals and improve technique. Vocal exercises safely increase stamina and range while developing stylistic skills matching their genre of choice. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 196 Individual Instruction Instrumental**

**Credits: 1**

Individual instruction on string, woodwind, brass and percussion instruments. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 204 Improvisation I**

**Credits: 2**

Improvisation I covers the basic elements of jazz improvisation, exploring various styles and idioms, and is open to all instrumentalists interested in playing jazz. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 205 Improvisation II**

**Credits: 2**

Improvisation II covers intermediate elements of jazz improvisation while exploring various styles and idioms. The class is open to all instrumentalists and vocalists interested in playing jazz. Mandatory decimal grading.

**Prerequisite Required:** MUSC 204 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 206 Jazz History**

**Credits: 5**

Examine the history and development of jazz in the U.S. as well as its key historical figures, including Louis Armstrong, Duke Ellington, Charlie Parker, Miles Davis and others. Includes the study of issues that parallel the growth of jazz music in American society from 1900 to the present day. Student option grading.

**When Typically Offered:** Fall

## **MUSC 207 The Craft of Songwriting**

**Credits: 2**

Students examine the craft of writing a song and investigate how structure, melody, and lyrics function together to create a well-written song. The history of songwriting and the classic work of great songwriters are used to explore the process of songwriting. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 208 Diction for Singers**

**Credits: 2**

Students perform songs in Italian, German and French. This course stresses correct pronunciation through use of the

International Phonetic Alphabet. Student option grading.

**When Typically Offered:** Winter

## **MUSC 210 Songwriting Workshop**

**Credits: 2**

Explore songwriting techniques in a supportive community with other songwriters. Hone lyrics, sharpen melodies and polish song structure. Students will write and workshop numerous original works and develop their individual voices as songwriters. Student option grading.

**Prerequisite Required:** MUSC 207 or instructor permission.

**When Typically Offered:** Fall, Winter

## **MUSC 211 Diction for Singers- Italian/German**

**Credits: 3**

Students perform musical compositions from the past three hundred years in both Italian and German. This course stresses correct pronunciation through use of the International Phonetic Alphabet. Mandatory decimal grading.

**Prerequisite Required:** MUSC 161 or instructor permission.

**When Typically Offered:** Winter

## **MUSC 212 Diction for Singers- French/English**

**Credits: 3**

Students perform musical compositions from the past 300 years in both French and English. This course stresses correct pronunciation through use of the International Phonetic Alphabet. Student option grading.

**Prerequisite Required:** MUSC 211 or instructor permission.

**When Typically Offered:** Spring

## **MUSC 224 Survey of Piano Literature**

**Credits: 2**

Students learn essential characteristics of piano compositions from the Baroque through the 20th Century. Student option grading.

**Prerequisite Recommended:** Intermediate reading level of piano music is recommended.

**When Typically Offered:** Winter

## **MUSC 225 Collaborative Piano**

**Credits: 2**

Pianists learn the skills and techniques of collaborating with vocal and instrumental soloists and ensembles. Intermediate or above reading level of piano music. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Spring

## **MUSC 226 Piano Pedagogy**

**Credits: 2**

Students will learn repertoire/methods for teaching piano students in individual and group settings. Student option grading.

**Prerequisite Required:** Intermediate reading level of piano music required.

**When Typically Offered:** Summer



## **MUSC 251 Class Piano for Music Theory IV**

**Credits: 2**

Students Music theory students continue to learn piano skills and techniques required of music majors. Mandatory decimal grading.

**When Typically Offered:** Fall

## **MUSC 252 Class Piano for Music Theory V Students**

**Credits: 2**

Music theory students continue to learn piano skills and techniques required of music majors. Mandatory decimal grading.

**When Typically Offered:** Winter

## **MUSC 253 Class Piano for Music Theory VI**

**Credits: 2**

Students Music theory students continue to learn piano skills and techniques required of music majors. Mandatory decimal grading.

**When Typically Offered:** Spring

## **MUSC 264 Conducting**

**Credits: 2**

A beginning class in conducting with emphasis on beat patterns, beat styles, score reading and preparation for conducting vocal and instrumental ensembles. Includes an overview of the history of the art of conducting. Mandatory decimal grading.

**Prerequisite Required:** Completion of First Year Theory sequence or instructor approval required.

**When Typically Offered:** Spring

## **MUSC 268 Voice-Dance Performance Techniques 2**

**Credits: 2**

Students develop further skills in moving and singing simultaneously, including part singing and complex dance combinations. This course is a continuation of MUSC 167 for the more advanced student. Student option grading.

**Prerequisite Required:** Completion of MUSC 167 or instructor permission.

**When Typically Offered:** Winter, Spring

## **MUSC 270 Private Instruction - Classical Voice 2**

**Credits: 1**

Students sing in a variety of languages, give public performances, and continue to receive one-on-one mentoring to nurture artistic goals and improve vocal technique. This course enables the vocal music major to transfer two years of applied study to universities, colleges, and conservatories. Placement by audition. Mandatory decimal grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 280 Individual Instruction - Classical Piano II**

**Credits: 1**

Individual instruction on advanced technique and classical piano

literature. Mandatory decimal grading.

**Prerequisite Required:** Intermediate reading knowledge of piano music.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 284 Private Instruction Popular Voice II**

**Credits: 1**

Students build on their ability to sing in a variety of popular music styles improving their ability to give public performances. Second-year students continue to receive one-on-one mentoring to nurture artistic goals and improve technique. Vocal exercises safely develop stylistic skills matching their areas of specialization. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 291 Special Topics In Music**

**Credits: 1**

Classes focus on specific issues and/or topics of interest in music.

**When Typically Offered:** Fall

## **MUSC 292 Special Topics In Music**

**Credits: 2**

Classes focus on specific issues and/or topics of interest in music.

**When Typically Offered:** Fall

## **MUSC 293 Special Topics In Music**

**Credits: 3**

Classes focus on specific issues and/or topics of interest in music.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MUSC 294 Special Topics In Music**

**Credits: 4**

Classes focus on specific issues and/or topics of interest in music.

**When Typically Offered:** Fall

## **MUSC 295 Special Topics In Music**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in music.

## **MUSC 296 Private Instruction Instrumental**

**Credits: 1**

Individual instruction on string, brass, woodwind and percussion instruments. Mandatory decimal grading.

**Prerequisite Required:** MUSC 196 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 297 Individual Project In Music**

**Credits: 1**

Individual project in a specific area of music. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Spring

## **MUSC 298 Individual Project In Music**

**Credits:** 2

Individual project in a specific area of music. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC 299 Individual Project In Music**

**Credits:** 3

Individual project in a specific area of music. Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **MUSC& 105 Music Appreciation**

**Credits:** 5

Why does music affect us the way it does? There is no escaping music in our society; it's everywhere. Together we will discover how and why music has impacted our culture through the centuries. We will explore music's history, its basic elements, and its power to alter entire societies. Student option grading.

**Prerequisite Required:** Successful completion of ENGL 099 (or equivalent) or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MUSC& 141 Music Theory I: First-Year Music Theory**

**Credits:** 5

The course includes sight singing, keyboard training, and the theories and fundamentals of musical structure. Concurrent enrollment in MUSC 151 required for music and music technology majors. Mandatory decimal grading.

**Prerequisite Required:** MUSC 100 with a grade of 2.0 or better or placement into MUSC& 141.

**When Typically Offered:** Fall, Winter

## **MUSC& 142 Music Theory II: First-Year Music Theory**

**Credits:** 5

This course continues the study of music fundamentals and structure. Sight singing, keyboard assignments, melodic and elementary dictation are integrated into the class. Course is intended primarily for music majors. Mandatory decimal grading.

**Prerequisite Required:** MUSC& 141 with a grade of 2.0 or higher.

**When Typically Offered:** Winter, Spring

## **MUSC& 143 Music Theory III: First-Year Music Theory**

**Credits:** 5

This course continues the study of theories and fundamentals of music structure. Sight singing and melodic and harmonic dictation

are integrated into the class. This course is intended primarily for music majors. Mandatory decimal grading.

**Prerequisite Required:** MUSC& 142 with a grade of 2.0 or higher.

**When Typically Offered:** Spring

## **MUSC& 241 Second-Year Music Theory**

**Credits:** 5

This course continues the study of traditional harmony with emphasis on modulation, mode mixture, formal analysis and the Neapolitan sixth. Advanced melodic and harmonic dictation, sight singing and keyboard assignments are included. Mandatory decimal grading.

**Prerequisite Required:** MUSC& 143 or equivalent with instructor permission.

**When Typically Offered:** Fall

## **MUSC& 242 Second-Year Music Theory**

**Credits:** 5

This course continues the advanced study of traditional harmony. Topics include augmented sixth chords, enharmonic reinterpretation, chromatic modulation techniques. Advanced melodic and harmonic dictation, sight singing and keyboard assignments. Mandatory decimal grading.

**Prerequisite Required:** MUSC& 241 or permission of instructor.

**When Typically Offered:** Winter

## **MUSC& 243 Second-Year Music Theory**

**Credits:** 5

Late 19th and 20th-century harmonic practice including, chromatic sequence, modes and synthetic scales, serialism and polytonality as well as 20th-century rhythmic techniques. Advanced melodic and harmonic dictation. Sight singing and keyboard assignments. Mandatory decimal grading.

**Prerequisite Required:** MUSC& 242 or permission of instructor.

**When Typically Offered:** Spring

## **Music Technology**

### **MUSTC 100 Career Development**

**Credits:** 2

A seminar to assist students in the exploration and development of a career in the music industry. Factual information is presented by professionals working in a variety of music-related careers. Student option grading.

**When Typically Offered:** Fall

### **MUSTC 101 Survey of Music Recording/Publishing Business**

**Credits:** 2

Students learn techniques for successful operation of businesses focusing in the area of music recording and publishing. Cash flow is tracked and evaluated throughout the industry. The course details income generated by studio ownership, artist royalties, broadcast royalties and contract negotiation. Student option grading.

**When Typically Offered:** Winter

## **MUSTC 102 Music Business Law**

**Credits:** 2

Students learn techniques for the development and marketing of various multimedia products. They will be introduced to legal issues relating to content including copyrighting, trademark law, publicity and privacy rights, unions, and other related organizations. Student option grading.

**When Typically Offered:** Spring

## **MUSTC 106 Acoustics of Music**

**Credits:** 5

Students are introduced to the acoustical properties of sound and music. The course begins with an introduction to simple vibrating systems, wave and wave propagation and progress and goes through the reception of sound, frequency and pitch to auditorium and room acoustics. Student option grading.

**Prerequisite Required:** Successful completion of MATH 098 (2.0 or better) or placement into MATH 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MUSTC 121 First-Year Audio Recording 1**

**Credits:** 3

Students gain a working knowledge of signal flow in a modern multitrack recording facility through the study and application of acoustics, decibels and microphones. Student option grading.

**When Typically Offered:** Fall

## **MUSTC 122 First-Year Audio Recording 2**

**Credits:** 3

Students gain a deeper understanding of signal flow in a modern multi-track recording facility through the study and usage of recording consoles and signal processing. Student option grading.

**When Typically Offered:** Winter

## **MUSTC 123 First-Year Audio Recording 3**

**Credits:** 3

Students gain a deeper understanding of signal flow in a modern multitrack recording facility through the study and usage of audio recorders, amplifiers and speakers. Student option grading.

**Prerequisite Required:** MUSTC 122 or instructor permission.

**When Typically Offered:** Spring

## **MUSTC 131 Digital Audio Production 1**

**Credits:** 3

Introduction to ProTools. Manipulate the two main windows in ProTools and learn basic work flows. Student option grading.

**Prerequisite Required:** VCT 124 Basic Macintosh Systems Operations prior or concurrently.

**When Typically Offered:** Fall

## **MUSTC 132 Digital Audio Production 2**

**Credits:** 3

Intermediate ProTools. Manipulate audio and MIDI components of the software and study more complex production work flow.

Student option grading.

**Prerequisite Required:** MUSTC 131 or equivalent with permission

of instructor.

**When Typically Offered:** Winter

## **MUSTC 133 Digital Audio Production 3**

**Credits:** 3

Sound design for static and dynamic applications and video games. Student option grading.

**Prerequisite Required:** MUSTC 132 or equivalent with permission of instructor.

**When Typically Offered:** Spring

## **MUSTC 135 Introduction to Live Sound Reinforcement**

**Credits:** 3

Introduction to theory and methods necessary for live sound reinforcement in diverse applications. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **MUSTC 141 Tech Music Theory 1**

**Credits:** 3

An introduction to reading and writing music. Topics include standard music notation, meter, rhythm and aural skills. Student option grading.

**When Typically Offered:** Fall

## **MUSTC 142 Tech Music Theory 2**

**Credits:** 3

Further study of reading, writing and listening to music. Topics include major scale construction, key signature notation and identification, rhythm and aural skills. Student option grading.

**Prerequisite Required:** MUSTC 141 with a grade of P or 2.0 or better, or instructor permission. Concurrent enrollment in MUSTC 191 required.

**When Typically Offered:** Winter

## **MUSTC 143 Tech Music Theory 3**

**Credits:** 3

Focus on intermediate reading, writing and listening to music. Topics include minor scale construction, triad construction, rhythm, and aural skills. Student option grading.

**Prerequisite Required:** MUSTC 142 with a grade of P or 2.0 or better, or instructor permission. Concurrent enrollment in MUSTC 192 required.

**When Typically Offered:** Spring

## **MUSTC 151 Introduction to Music Technology**

**Credits:** 2

Course introduces students to electronic music technology and production using personal computers with DAW, synthesizers, samplers, DSP FX and electronic control devices. The history, transmission, and protocols of Audio and MIDI data are examined. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **MUSTC 152 MIDI Sequencing I**

**Credits:** 2

This course introduces students to MIDI sequencing technology

using the Macintosh computer. Students learn basic MIDI production skills including real and step-time entry, quantization, looping, transposition, editing, and sound selection. The course features both demonstration and hands-on learning opportunities. Student option grading.

**Prerequisite Required:** MUSTC 151.

**When Typically Offered:** Winter, Spring

## **MUSTC 153 MIDI Sequencing II**

**Credits:** 2

This course develops advanced skill in MIDI sequencing technology. Students learn MIDI functions including data manipulation in various editing environments, synchronization, humanization, and the use of plug-ins and virtual instruments. The course features a balance of demonstration and hands-on learning opportunities. Student option grading.

**Prerequisite Required:** MUSTC 151, MUSTC 152.

**When Typically Offered:** Spring

## **MUSTC 154 Synthesizers: Modular & FM**

**Credits:** 3

Introducing creative sound design using a modular synthesis construction program to demonstrate underlying theory. Subtractive, modular and FM synths will be explained, using oscillators, EGs, filters and dynamic modulation controls. Creative sound design w/ modular synthesis software. Concepts of modular and FM synthesis. Student option grading.

**Prerequisite Required:** MUSTC 151 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Winter

## **MUSTC 155 Synthesizers: Sampling**

**Credits:** 3

Recorded audio is used to create instruments and sound effects by applying the fundamental techniques of sampling, wavetable and granular synthesis (looping, pitch change, keyboard mapping, velocity layers). Modular synth construction software use for demonstration and analysis of basic sampling concepts. Student option grading.

**Prerequisite Required:** MUSTC 151 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

## **MUSTC 163 MIDI Drum Programming**

**Credits:** 2

Students learn to program drumbeats using available MIDI devices. A variety of styles and approaches are presented to develop skill in both real-time and step entry programming. Instruction is balanced between demonstration and hands-on learning. Student option grading.

**Prerequisite Required:** MUSTC 151 or instructor permission.

**When Typically Offered:** Spring

## **MUSTC 171 Dig. Audio Workstation I: Musical Digital Audio**

**Credits:** 5

Students learn the Digital Performer or Apple Logic application

with an emphasis on the digital audio component of the application software. Students demonstrate and develop projects simulating a commercial recording studio environment. Student option grading.

**When Typically Offered:** Summer

## **MUSTC 172 Dig. Audio Workstation II: Static Sound Design**

**Credits:** 5

Students learn the Digital Performer or Apple Logic application as it applies to audio post-production of static sound design elements such as software graphical-user-interface (GUI), on-line audio and books-on-tape, simulating a commercial recording studio environment. Student option grading.

**Prerequisite Required:** MUSTC 171.

**When Typically Offered:** Summer

## **MUSTC 173 Dig Audio Workstn III: Film & Video Sound Design**

**Credits:** 5

Logic or Digital Performer video post-production simulating a commercial environment. Student option grading.

**Prerequisite Required:** MUSTC 172.

**When Typically Offered:** Summer

## **MUSTC 180 Audio for Interactive Media - I**

**Credits:** 3

Students learn various techniques and processes used for the integration of music and audio to video games and other interactive media. Students gain familiarity with the terminology and basic concepts of audio for gaming. Student option grading.

**Prerequisite Required:** MUSTC 151 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **MUSTC 181 Audio for Interactive Media - II**

**Credits:** 3

Students learn practical use of game audio middleware for the development of music and SFX for adaptive media (video games). Students are introduced to the extended musical processes and workflow. Student option grading.

**Prerequisite Required:** MUSTC 151 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **MUSTC 191 Tech Keyboard 1**

**Credits:** 2

First year keyboard (piano) course for Music Technology students. Students are introduced to note names on the keyboard as well as major scale construction. Student option grading.

**When Typically Offered:** Winter

## **MUSTC 192 Tech Keyboard 2**

**Credits:** 2

Students learn to create triads in various keys and forms on the keyboard. Student option grading.

**Prerequisite Required:** MUSTC 191 with a grade of P or 2.0 or

better, or instructor permission.

**When Typically Offered:** Spring

### **MUSTC 193 Tech Keyboard 3**

**Credits:** 2

Techniques for musical data entry using an electronic piano style keyboard. Digital Audio Workstations provide keyboard access to notation, sequencing, and recording software. Improvisation and melody construction. Student option grading.

**Prerequisite Required:** MUSTC 192 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** winter

### **MUSTC 200 Navigating the New Music Business**

**Credits:** 3

As conventional models in the music business crumble, we investigate new revenue streams and emerging businesses on the web, incorporating social media into P.R. and how to network effectively. Explore new ways of creating, financing, promoting and distributing music. Student option grading.

**When Typically Offered:** Spring

### **MUSTC 201 Masters and Mentors**

**Credits:** 2

Students interact weekly with a different guest speaker from the local music community, including managers, label owners, studio owners, booking agents, entertainment lawyers and DIY musicians who bring real world credentials and expertise to the classroom. Student option grading.

**When Typically Offered:** Spring

### **MUSTC 221 Multitrack Music Production 1**

**Credits:** 3

Students learn the operation of a multitrack recording studio while working as engineers on mixing and basic recording projects. Student option grading.

**Prerequisite Required:** MUSTC 123 or instructor permission.

**When Typically Offered:** Fall

### **MUSTC 222 Multitrack Music Production 2**

**Credits:** 3

Students exercise intermediate skills in multitrack music production while working as engineers and producers on recording projects. Emphasis is on the development of a student recording portfolio. Student option grading.

**Prerequisite Required:** MUSTC 221 or equivalent with permission of instructor.

**When Typically Offered:** Winter

### **MUSTC 223 Multitrack Music Production 3**

**Credits:** 3

Students exercise advanced skills in multitrack music production while working as engineers and producers on recording projects. Emphasis is on the development of a student recording portfolio. Student option grading.

**Prerequisite Required:** MUSTC 222 or equivalent with permission

of instructor.

**When Typically Offered:** Spring

### **MUSTC 231 Audio Post I - Digital Music Production**

**Credits:** 3

Provides students with a working understanding of advanced non-linear digital production of music using digital audio workstations in a recording studio environment. Portfolio materials demonstrate music recording, mixing and mastering techniques. Student option grading.

**Prerequisite Required:** MUSTC 131, MUSTC 132, MUSTC 133 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Fall

### **MUSTC 232 Audio Post II - Digital Radio Production**

**Credits:** 3

Advanced broadcast-oriented commercial, public service, short- and long-form programming. Non-linear digital production using digital audio workstations in a recording studio environment, based upon a broadcast paradigm (quick turnaround, high-volume production of time-sensitive audio content). Student option grading.

**Prerequisite Required:** MUSTC 231 with a grade of P or 2.0 or better, or Instructor Permission.

**When Typically Offered:** Winter

### **MUSTC 233 Audio Post III - Digital Audio for Video**

**Credits:** 3

Design music, sound effects, and other creative audio components for existing video material. Use advanced production techniques on a non-linear digital audio workstation. Learn standards and practices used in the post-production industry in a recording studio environment. Student option grading.

**Prerequisite Required:** MUSTC 232 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

### **MUSTC 241 Tech Music Theory 4**

**Credits:** 3

Application of music theory concepts to 'real-life' situations of contemporary music. Basic ear training, harmony, rhythm, and melody are examined. Designed primarily for students enrolled in Music Technology Program. Student option grading.

**Prerequisite Required:** MUSTC 143 with a grade of P or 2.0 or better, or permission of instructor.

**When Typically Offered:** Fall

### **MUSTC 242 Tech Music Theory 5**

**Credits:** 3

Application of music theory concepts to contemporary music. Intermediate ear training, harmony, rhythm, and melody are examined. The course is designed primarily for students enrolled in the Music Technology Program. Student option grading.

**Prerequisite Required:** MUSTC 241 with a grade of P or 2.0 or

better, or instructor permission.

**When Typically Offered:** Winter

## **MUSTC 243 Tech Music Theory 6**

**Credits:** 3

Application of music theory concepts to contemporary music. Advanced ear training, harmony, rhythm, and melody are examined. The course is designed primarily for students enrolled in the Music Technology Program Student option grading.

**Prerequisite Required:** MUSTC 242 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

## **MUSTC 250 Class Piano for Popular and Commercial Music**

**Credits:** 2

MUSTC 250 focuses on rhythmic and melodic improvisation techniques for performers, arrangers, and composers. Students play along with pre-recorded rhythm tracks using common chord progressions. Skills in reading standard music notation are NOT essential for success in the course. Mandatory decimal grading.

**Prerequisite Required:** MUSC 151 with a grade of 2.0 or better, or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **MUSTC 271 Advanced Electronic Music Production I**

**Credits:** 3

Students gain advanced techniques in the creation of electronic music through advanced synthesis-patch and sample-patch design. Students learn to use these sounds through practical application within their own electronic musical compositions. Student option grading.

**Prerequisite Required:** MUSTC 151, MUSTC 152, MUSTC 153, MUSTC 154, MUSTC 155, MUSTC 163 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Fall

## **MUSTC 272 Advanced Electronic Music Production II**

**Credits:** 3

Students acquire techniques for producing realistic emulations of acoustic instruments through the use of sequencers, synthesizers, and samplers. Student option grading.

**Prerequisite Required:** MUSTC 151, MUSTC 152, MUSTC 153, MUSTC 154, and MUSTC 163 with a P or 2.0 or better, or instructor permission.

**When Typically Offered:** Winter

## **MUSTC 273 Advanced Electronic Music Production III**

**Credits:** 3

Students acquire techniques in composing music for various media such as film scores, video games and animations, as well as developing their portfolio and considering ways of sharing and transporting work. Student option grading.

**Prerequisite Required:** MUSTC 151, MUSTC 152, MUSTC 153,

MUSTC 154, MUSTC 155, MUSTC 163 with a grade of P or 2.0 or better, or instructor permission.

**When Typically Offered:** Spring

## **MUSTC 274 Music Technology Portfolio Development**

**Credits:** 2

Create a professional portfolio which includes samples of student's work and is tailored to each student. Student option grading.

**Prerequisite Required:** Second-year standing and completion of advanced Music Technology courses, or with instructor permission.

**When Typically Offered:** Spring

## **MUSTC 290 Internship In Music Business**

**Credits:** 1- 5

Application of music business techniques and theories in an off-campus environment. Site approval must be obtained by student. Student option grading.

**Prerequisite Required:** Completion of at least 45 credits in Entertainment Business program and instructor's permission.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **MUSTC 291 Special Topics In Music Technology**

**Credits:** 1

Classes focus on specific issues and/or topics of interest in music technology.

**When Typically Offered:** Fall

## **MUSTC 292 Special Topics In Music Technology**

**Credits:** 2

Classes focus on specific issues and/or topics of interest in music technology.

**When Typically Offered:** Fall

## **MUSTC 293 Special Topics In Music Technology**

**Credits:** 3

Classes focus on specific issues and/or topics of interest in music technology.

**When Typically Offered:** Fall

## **MUSTC 294 Special Topics In Music Technology**

**Credits:** 4

Classes focus on specific issues and/or topics of interest in music technology.

**When Typically Offered:** Fall

## **MUSTC 295 Special Topics In Music Technology**

**Credits: 5**

Classes focus on specific issues and/or topics of interest in music technology.

**When Typically Offered:** Fall

## **MUSTC 297 Individual Project In Music Technology**

**Credits: 1**

Individual project is a specific area of music technology.

Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Spring

## **MUSTC 298 Individual Project In Music Technology**

**Credits: 2**

Individual project is a specific area of music technology.

Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall

## **MUSTC 299 Individual Project In Music Technology**

**Credits: 3**

Individual project is a specific area of music technology.

Mandatory decimal grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **Nursing - 6 Quarter**

### **NURS 067 Fundamentals of Caregiving**

**Credits: 2.5**

This course meets the Washington State requirements for 'Fundamentals of Care Giving' certificate in order to be employed in community care giving settings. Mandatory P/NC grading.

### **NURS 068 Receiving Nurse Delegation**

**Credits: 1**

This course prepares the student to receive delegation of selected nursing tasks under the Washington State Nurse Delegation regulations. Mandatory P/NC grading.

### **NURS 069 Nursing Assistant Training**

**Credits: 6.5**

This course prepares the student to be a nursing assistant. Federal and state requirements for taking the Nursing Assistant Certification Examination will be included. Mandatory P/NC grading.

## **NURS 070 Comprehensive Nursing Assistant Training**

**Credits: 15**

This course prepares the student to be a nursing assistant for the care of residents of community and long term care facilities.

Requirements for 'Fundamentals of Care Giving,' 'Nurse Delegation,' and federal and state requirements for taking the Nursing Assistant Certification examination will be included.

Mandatory P/NC grading.

## **NURS 094 Success Strategies for Nursing Students**

**Credits: 2**

Support for academic success in nursing. Includes reading, study, and test-taking skills, working in culturally diverse groups, drug dosage computation, and campus support services. An optional course recommended for those interested in improving academic skills or for whom English is not the native language. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Nursing program.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 095 Critical Thinking In the Nursing Process**

**Credits: 2**

An optional problem-solving seminar designed to assist students in developing their critical thinking skills in relationship to the nursing process. Emphasis will be on case studies. Mandatory P/NC grading.

**Prerequisite Required:** Advanced placement LPN student or concurrent enrollment in NURS 152 or permission.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 121 Communication In Nursing**

**Credits: 3**

Application of basic princ. of communication and human relations to health care settings. Identification of problems in relationships and techniques for working with people of diverse backgrounds in health care environments. Equiv. to NURSE 121. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Nursing Program. Concurrently with NURS 131.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 131 Skills Practice Laboratory for Communication**

**Credits: 1**

Practice of communication skills including diverse clients with varying preferences, values, and needs. Includes professionalism, self-awareness and impact on communication, group process, and interprofessional relationships. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Nursing program.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 141 Foundations of Nursing Practice**

### **Credits: 3**

Describes organizing framework foundational to the nursing program. Concepts include: critical thinking, nursing process, patient-centered care, homeostasis, and environment with emphasis on human needs and lifespan regarding the older adult. Socialization into the nursing profession is emphasized. Mandatory decimal grading.

**Prerequisite Required:** Admission to the Nursing Program. Concurrent with NURS 151 and NURS 161.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 142 Nursing Practice and Common Health Disturbances**

### **Credits: 5**

Nursing care for persons with common health disturbances related to: immobility, malnutrition, infection, inflammation, healing, pain, perioperative care, unconsciousness, dementia, diabetes, integumentary and musculoskeletal disorders and end of life issues. Mandatory decimal grading.

**Prerequisite Required:** NURS 121, NURS 131, NURS 141, NURS 151, NURS 161.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 143 Nursing Practice and Complex Health Disturbances I**

### **Credits: 6**

Third course in the nursing sequence with emphasis on hospitalized patients with complex health disturbances. Focus is on the surgical experience, fluid, electrolyte and acid-base balance, respiratory, cardiac, neurological, immunological, cancer, gastrointestinal, endocrine, and sensory disturbances. Mandatory decimal grading.

**Prerequisite Required:** NURS 142, NURS 152 and NURS 162 with 2.0 or higher or advanced placement LPN entry.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 151 Nursing Foundations Practicum**

### **Credits: 4**

Provides opportunity for student to apply the nursing process, communication techniques, and basic nursing skills in a long-term care setting. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Nursing Program.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 152 Common Health Disturbances Practicum**

### **Credits: 4**

Provides the opportunity to expand the use of nursing process and technical skills when caring for hospitalized persons. Emphasizes medication administration, health teaching and interpersonal communication. Mandatory P/NC grading.

**Prerequisite Required:** NURS 121, NURS 131, NURS 141, NURS 151, NURS 161.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 153 Complex Health Disturbances I**

### **Credits: 5**

Practicum Students provide care for hospitalized individuals with complex health disturbances. Emphasis on persons undergoing surgery and intravenous management. Mandatory P/NC grading.

**Prerequisite Required:** NURS 142, NURS 152, and NURS 162 with 2.0 or higher.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 161 Skills Practice Laboratory I**

### **Credits: 1**

Provides on-campus experience practicing basic nursing skills. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Nursing Program.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 162 Skills Practice Laboratory II**

### **Credits: 1**

Provides progression in the practice of nursing skills in an on-campus laboratory setting. Mandatory P/NC grading.

**Prerequisite Required:** NURS 121, NURS 131, NURS 141, NURS 151, NURS 161.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 163 Skills Practice Laboratory III**

### **Credits: 1**

Third course in the nursing skills lab sequence. Students practice and demonstrate nursing skills in an on-campus laboratory setting. Mandatory P/NC grading.

**Prerequisite Required:** NURS 142, NURS 152, and NURS 162 with 2.0 or higher, or advanced placement LPN entry.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 221 Nursing Practice and Complex Health Disturbances II**

### **Credits: 2.5**

Fourth course in the nursing sequence, with emphasis on care of the person with complex health disturbances. Focuses on neurological, biliary, genitourinary, renal and reproductive system dysfunctions. Nursing role with toxic agent exposure and disaster management is included. Mandatory decimal grading.

**Prerequisite Required:** NURS 143 completed with 2.0 or above and NURS 153, NURS 163 with Pass. Advanced Placement LPN students need NURS 095, NURS 121, NURS 131, NURS 143, NURS 163.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 222 Nursing Practice and the Childbearing Family**

### **Credits: 3**

Fifth course in the nursing sequence which focuses on the physiological and psychological changes occurring during the childbearing experience, including care of the mother, newborn, and family unit. Explores cultural implications and diverse approaches and attitudes regarding childbearing. Mandatory decimal grading.

**Prerequisite Required:** NURS 221 and NURS 241 completed with



2.0 or above and NURS 231 and NURS 251 with Pass.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 223 Nursing Practice and Complex Health Disturbances III**

**Credits:** 3

Sixth course in the nursing sequence with emphasis on care of persons with complex health disturbances. Focuses on hematopoietic disorders, acute renal, cardiac, and respiratory disorders, trauma, severe burns, and the hospitalized child. Concepts of pharmacology are integrated. Mandatory decimal grading.

**Prerequisite Required:** NURS 222 and NURS 242 completed with 2.0 or above and NURS 232 and NURS 252 with Pass.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 231 Complex Health Disturbances II Practicum**

**Credits:** 5

Students provide care for hospitalized individuals with complex health disturbances. Mandatory P/NC grading.

**Prerequisite Required:** NURS 143 completed with 2.0 or above, NURS 153 & NURS 163 with Pass. Advanced Placement LPN students need NURS 095, NURS 121, NURS 131, NURS 143, NURS 163. Taken concurrently with NURS 221.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 232 Nursing and Childbearing Family Practicum**

**Credits:** 4

Expands use of the nursing process and advanced skills to the care of the childbearing family unit with emphasis on antepartal, intrapartal and postpartal care of mothers and newborns in both acute care and community settings. Mandatory P/NC grading.

**Prerequisite Required:** NURS 221 and NURS 241 completed with 2.0 or above and NURS 231 and NURS 251 with Pass.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 233 Complex Health Disturbances III Practicum**

**Credits:** 4

Sixth course in nursing sequence with clinical nursing practice in acute care setting. Students apply theory attained in all previous levels as well as NURS 223. Focuses on transition to registered nurse role. Mandatory P/NC grading.

**Prerequisite Required:** NURS 222 and NURS 242 completed with 2.0 or above and NURS 232 and NURS 252 with Pass.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 241 Nursing Practice and Psychosocial Disturbance**

**Credits:** 2.5

Concepts of mental health, psychopathology, treatment modalities, psychopharmacology and the effect of culture and development on mental health status, and the mental health system and its effects on individuals are explored. Principles of psychosocial nursing and work with the interdisciplinary team are

emphasized. Mandatory decimal grading.

**Prerequisite Required:** NURS 143 with 2.0 or above, NURS 153 & NURS 163 with Pass. Advanced Placement LPN students need NURS 095, NURS 121, NURS 131, NURS 143, NURS 163.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 242 Nursing Practice and Health Promotion**

**Credits:** 3.5

Nursing course focuses on maintaining and promoting optimal health in individuals and families across the life span. Emphasis on vulnerable populations experiencing disparities related to power and privilege. Mandatory decimal grading.

**Prerequisite Required:** NURS 221 and NURS 241 completed with 2.0 or above and NURS 231 and NURS 251 with Pass.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 243 Managing Nursing Care In the Health Care System**

**Credits:** 3

Basic management theory applied to nursing and the management of patient/client care. Explores the challenges, issues, and trends affecting the nursing profession and the health care system of today. Provides information related to legal issues surrounding licensure and practice. Limited to students in Nursing Program. Mandatory decimal grading.

**Prerequisite Required:** NURS 222 and NURS 242 completed with 2.0 or above and NURS 232 and NURS 252 with Pass.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 251 Psychosocial Disturbance Practicum**

**Credits:** 2

Provision of care for persons with psychiatric disturbances in a variety of settings. Working with interdisciplinary team is emphasized. Mandatory P/NC grading.

**Prerequisite Required:** NURS 143 completed with 2.0 or higher and NURS 153 & NURS 163 with Pass. Advanced Placement LPN students need NURS 095, NURS 121, NURS 131, NURS 143, NURS 163.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 252 Nursing and Health Promotion Practicum**

**Credits:** 1.5

Nursing practicum in ambulatory and community settings with focus on use of nursing process and promoting health in vulnerable populations experiencing disparities. Mandatory P/NC grading.

**Prerequisite Required:** NURS 221 and NURS 241 completed with 2.0 or above. NURS 231 and NURS 251 with Pass.

**When Typically Offered:** Fall, Winter, Spring

## **NURS 253 Managing Nursing Care Practicum**

**Credits:** 2

Apply basic leadership/management theories to leading the nursing team and managing care for a group of clients. Emphasis on regulation of nursing practice and transition to nursing practice

in the RN role. Limited to students accepted into the Nursing Program. Mandatory P/NC grading.

**Prerequisite Required:** NURS 222 and NURS 242 completed with 2.0 or above and NURS 232 and NURS 252 with Pass.

**When Typically Offered:** Fall, Winter, Spring

### **NURS 266 Cardiac Monitoring**

**Credits:** 2

Optional nursing course. Fundamentals of bedside cardiac monitoring and dysrhythmia interpretation. Mandatory P/NC grading.

**Prerequisite Required:** Enrollment in second year of registered nursing program or current nursing licensure.

**When Typically Offered:** Summer

### **NURS 267 Intravenous Therapy**

**Credits:** 2

Optional nursing course. Concepts include: Intravenous fluid types, equipment, indications for therapy, site selection, compatibility, drip titration, dosage and rate calculation, site maintenance, and complications. Live IV insertion practice is not included. Mandatory P/NC grading.

**Prerequisite Required:** Currently enrolled in second year of nursing program or licensure as a nurse.

**When Typically Offered:** Summer

### **NURS 290 Leadership Experience In Nursing**

**Credits:** 1

An elective course that focuses on support for students in leadership positions in organizations. Emphasizes developing skills for group leading, recruitment of others into the organization's programs, organizing and planning events, fund raising, and managing conflict within organizations. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the Nursing Program. Concurrent enrollment in other nursing courses or permission is required.

**When Typically Offered:** Fall, Winter, Spring

### **NURS 291 Special Topics In Nursing**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in nursing.

**When Typically Offered:** Winter

### **NURS 292 Special Topics In Nursing**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in nursing.

### **NURS 293 Special Topics In Nursing**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in nursing.

### **NURS 294 Special Topics In Nursing**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in nursing.

### **NURS 295 Special Topics In Nursing**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in nursing.

### **NURS 297 Individual Project In Nursing**

**Credits:** 1

Individual project in a specific area of nursing.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **NURS 298 Individual Project In Nursing**

**Credits:** 2

Individual project in a specific area of nursing.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

### **NURS 299 Individual Project In Nursing**

**Credits:** 3

Individual project in a specific area of nursing.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **Nursing - 10 Quarter**

### **NURSE 095 Success Strategies I - 10 QTR**

**Credits:** 1

Support for academic success in nursing. Includes reading, study, and test-taking skills, working in culturally diverse groups and campus support services. An optional course recommended for students interested in improving academic skills or who are non-native English speakers. Mandatory P/NC grading.

**Prerequisite Required:** Current enrollment in 10 Quarter Nursing Program.

**When Typically Offered:** Fall, Winter, Spring

### **NURSE 096 Success Strategies II - 10 QTR**

**Credits:** 1

Support for academic success in nursing. Includes reading, study, drug dosage computation, working in culturally diverse groups, & campus support services. An optional course recommended for students interested in improving academic skills or who are non-native English speakers. Mandatory P/NC grading.

**Prerequisite Required:** Current enrollment in 10 Quarter Nursing Program.

**When Typically Offered:** Winter

## **NURSE 097 Critical Thinking In the Nursing Process - 10 QTR**

**Credits: 2**

An optional problem-solving seminar designed to assist students in developing their critical thinking skills in relationship to the nursing process. Emphasis will be on case studies. Mandatory P/NC grading.

**Prerequisite Required:** Current enrollment in 10-Quarter Nursing Program.

**When Typically Offered:** Spring

## **NURSE 098 Critical Thinking In the Nursing Process II - 10 QTR**

**Credits: 1**

Continuation of an optional problem-solving seminar designed to assist students in developing their critical thinking skills in relationship to the nursing process. Emphasis will be on case studies. Mandatory P/NC grading.

**Prerequisite Required:** Current enrollment in 10 Quarter Nursing Program.

**When Typically Offered:** Summer

## **NURSE 121 Communication In Nursing - 10 QTR**

**Credits: 3**

Students apply basic principles of communication and human relations to health care settings. Includes identification of problems in human relationships and techniques for working successfully with clients, families, co-workers, and others of diverse backgrounds in the health care environment. Equiv. to NURS 121. Mandatory decimal grading.

**Prerequisite Required:** Admission to the 10 quarter option of the nursing program.

**When Typically Offered:** Fall

## **NURSE 122 Foundations of Nursing Practice - 10 QTR**

**Credits: 3**

Organizing framework foundational to the nursing program. Concepts include critical thinking, nursing process, total person, homeostasis, environment, human needs, lifespan development of the older adult, and responsibilities of the RN. Equiv to NURS 141. Mandatory decimal grading.

**Prerequisite Required:** NURSE 121 and NURSE 131. Concurrent with NURSE 132 and NURSE 142.

**When Typically Offered:** Winter

## **NURSE 123 Nursing Practice and Common Health Disturbances - 10 QTR**

**Credits: 7**

Nursing care for persons with common health disturbances related to immobility, malnutrition, infection, inflammation, pain, peri-operative care, unconsciousness, integument, diabetes, cancer, eye/ear disorders, immune dysfunction, musculoskeletal disorders & end-of-life issues across the life span. Mandatory decimal grading.

**Prerequisite Required:** NURSE 122, NURSE 132, NURSE 142.

**When Typically Offered:** Spring

## **NURSE 124 Nursing Practice and Complex Health Disturbances I - 10 QTR**

**Credits: 7.5**

First course in nursing sequence that focuses on nursing care for persons with complex health disturbances. Emphasis on electrolyte & acid-base imbalances, respiratory conditions. Includes nsg skills practice labs and clinical practicum to care for complex hospitalized individuals, primarily those individuals undergoing surgery. Mandatory decimal grading.

**Prerequisite Required:** NURSE 123.

**When Typically Offered:** Summer

## **NURSE 125 Nursing Practice and Complex Health Disturbances II - 10 QTR**

**Credits: 6.5**

Second course in sequence that focuses on nursing care for persons with complex health disturbances. Emphasis on cardiovascular, shock, neurological, immunological, cancer, gastrointestinal, endocrine, sensory, and integumentary problems. Includes nsg skills practice labs. Mandatory decimal grading.

**Prerequisite Required:** NURSE 124.

**When Typically Offered:** Fall, Winter, Spring

## **NURSE 131 Communication Skills Lab - 10 QTR**

**Credits: 1**

Practice of communication skills including communicating within the health care team and with clients; group process; and responding to individuals with varying needs, ages, and problems. Techniques for managing personal stress in health care settings are explored. Equiv. to NURS 131. Mandatory P/NC grading.

**Prerequisite Required:** Admission to the 10 quarter option of the Nursing Program.

**Instructor permission required:** Yes.

**When Typically Offered:** Winter

## **NURSE 132 Skills Practice Lab - 10 QTR**

**Credits: 1**

Provides on-campus experience practicing basic nursing skills. Equivalent to NURS 161. Admission to the 10 quarter option of the Nursing Program required. Mandatory P/NC grading.

**Prerequisite Required:** NURSE 121 and NURSE 131. Concurrent enrollment in NURSE 122 and NURSE 142.

**When Typically Offered:** Winter

## **NURSE 142 Nursing Foundations Practicum - 10 QTR**

**Credits: 4**

Provides opportunity for student to apply the nursing process, communication techniques, and basic nursing skills in a long-term care setting. Mandatory P/NC grading.

**Prerequisite Required:** NURSE 121 and NURSE 131.

**When Typically Offered:** Winter

## **NURSE 221 Nursing Practice and Complex Health Disturb III - 10 QTR**

**Credits: 2.5**

Third course in four course series of nursing care for patients with

complex health disturbances with emphasis on care of persons with conditions of the neurological, hepato-biliary, genitourinary, renal and reproductive systems. Nursing role with toxins and bioterrorism is included. Mandatory decimal grading.

**Prerequisite Required:** NURSE 125.

**When Typically Offered:** Winter

### **NURSE 222 Nursing Practice and Health Promotion - 10 QTR**

**Credits:** 3.5

Provides knowledge related to maintaining and promoting optimal health for individuals and families. Discusses health disparity as it relates to power/privilege. Emphasis is on supporting client self-determination and self care in the home and community.

Mandatory decimal grading.

**Prerequisite Required:** NURSE 221 & NURSE 231.

**When Typically Offered:** Spring

### **NURSE 223 Nursing Prac and the Childbearing Family - 10 QTR**

**Credits:** 3

Provides knowledge related to physiological and psychological changes occurring during the childbearing experience. Major focus is homeostasis for mother, newborn, and family unit.

Explores cultural implications and diverse approaches and attitudes regarding childbearing. Mandatory decimal grading.

**Prerequisite Required:** NURSE 222 & NURSE 232.

**When Typically Offered:** Summer

### **NURSE 224 Managing Care In the Health Care System - 10 QTR**

**Credits:** 3

Presents basic management theory applied to nursing and the management of patient/client care. Explores the challenges, issues, and trends affecting the nursing profession and the health care system of today. Provides information relative to legal issues surrounding licensure. Limited to students accepted into the Nursing Program. Mandatory decimal grading.

**Prerequisite Required:** NURSE 225 completed with 2.0 or above and NURSE 235 with Pass.

**When Typically Offered:** Winter

### **NURSE 225 Nursing Prac and Complex Complex Health Disturb IV - 10 QTR**

**Credits:** 3

Final course in the nursing sequence focusing on nursing care of persons throughout the life-span with complex health disorders related to hematopoietic disorders; acute renal, cardiac, and respiratory disorders, trauma, severe burns and the hospitalized child. Pharmacology is integrated. Equiv. to NURS 223. Mandatory decimal grading.

**Prerequisite Required:** NURSE 222, NURSE 232, NURSE 223,&nbsp;& NURSE 233.

**When Typically Offered:** Winter

### **NURSE 231 Complex Health Disturbances Practicum I - 10 QTR**

**Credits:** 6.5

Clinical practicum where students apply theoretical concepts from NURSE 221 in providing care to hospitalized individuals with complex health disturbances. Mandatory P/NC grading.

**Prerequisite Required:** NURSE 125.

**When Typically Offered:** Winter

### **NURSE 232 Nursing and Health Promotion Practicum - 10 QTR**

**Credits:** 1.5

Clinical practice in ambulatory and community settings. The major focus is on use of nursing process and promoting health and self determination with consideration of underserved populations.

Mandatory P/NC grading.

**Prerequisite Required:** NURSE 221&nbsp;& NURSE 231.

**When Typically Offered:** Spring

### **NURSE 233 Nursing and Childbearing Family Practicum - 10 QTR**

**Credits:** 4

Expands use of the nursing process and advanced skills to the care of the childbearing family unit with emphasis on antepartal, intrapartal and postpartal care of mothers and newborns in both acute care and community settings. Mandatory P/NC grading.

**Prerequisite Required:** NURSE 222 & NURSE 232.

**When Typically Offered:** Summer

### **NURSE 234 Managing Nursing Care Practicum - 10 QTR**

**Credits:** 2

Clinical practicum where basic management theory and nursing theory from entire program are applied to the management of patient/client care. Emphasis on moving into the registered nursing role. Mandatory P/NC grading.

**Prerequisite Required:** NURSE 225 completed with 2.0 or above and NURSE 235 completed with Pass.

**When Typically Offered:** Fall, Winter, Spring

### **NURSE 235 Complex Health Disturbances Practicum II - 10 QTR**

**Credits:** 4

Clinical nursing practice in an acute care setting in which students apply theory attained in all previous levels as well as theory of NURSE 225. Focuses on transition to registered nurse role. Equiv. to NURS 233. Mandatory P/NC grading.

**Prerequisite Required:** NURSE 223, NURSE 233, NURSE 243.

**When Typically Offered:** Winter

### **NURSE 242 Nursing Pract and Psychsocial Disturbance - 10 QTR**

**Credits:** 2.5

Concepts of mental health; psychopathology; treatment modalities; psychopharmacology and the effect of culture and development on mental health status; and the mental health

system and its effect on individuals are explored. Principles of psychosocial nursing and work with the interdisciplinary team are emphasized. Mandatory decimal grading.

**Prerequisite Required:** NURSE 121, NURSE 131, NURSE 221, and NURSE 231.

**When Typically Offered:** Spring

## **NURSE 243 Psychosocial Disturbances**

### **Practicum - 10 QTR**

**Credits:** 2

Clinical practicum providing care to individuals with psychiatric disturbances in a variety of settings. Working with an interdisciplinary team is emphasized. Mandatory P/NC grading.

**Prerequisite Required:** NURSE 242.

**When Typically Offered:** Summer

## **Nursing Assistant - Certified**

### **NAC 101 Nursing Assistant (NAC) Theory and Skills Lab I**

**Credits:** 13

This course prepares students for the WA State Nursing Assistant exam for state certification. It includes the essentials of care giving, body systems, basic nutrition, and infection control. Hands-on training is provided in a supervised laboratory setting where students master the skills required for state certification. Mandatory P/NC grading.

**Prerequisite Required:** Acceptance into the NAC program. Non-ESL students: CASAS score of 220 in reading and either CASAS score of 220 in math or passing grade on NAC math assessment test. ESL students: CASAS score of 220 in reading and listening, passing score on NAC math assessment test or instructor permission.

**When Typically Offered:** Summer, Winter

### **NAC 102 Nursing Assistant (NAC) Theory and Skills Lab II**

**Credits:** 10

Further prepares students for the WA State Nursing Assistant exam for state certification. Training is provided in the supervised laboratory setting and includes: hands-on care giving, body systems, basic nutrition, and infection control where students will master skills required for state certification. Intended for ABE students. Mandatory P/NC grading.

**Prerequisite Required:** Successful completion of NAC 101 with a Pass; concurrent enrollment in NAC 104.

**When Typically Offered:** Fall, Spring

### **NAC 103 Nursing Assistant (NAC) Theory and Skills Lab**

**Credits:** 13

This course prepares students for the WA State Nursing Assistant exam for state certification. It includes the essentials of care giving, body systems, basic nutrition, and infection control. Hands-on training is provided in a supervised laboratory setting where students master the skills required for state certification.

Mandatory P/NC grading.

**Prerequisite Required:** Acceptance into the NAC program. Non-ESL students: CASAS score of 220 in reading and either CASAS score of 220 in math or passing grade on NAC math assessment test. ESL students: CASAS score of 220 in reading and listening, passing score on NAC math assessment test or instructor permission. Concurrent enrollment in NAC 104.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **NAC 104 Nursing Assistant Clinical Experience**

**Credits:** 3

The course is required for all nursing assistant students and provides additional hands-on training in a real client care setting. Students are expected to participate in eight-hour shifts for a total of seven days. Mandatory P/NC grading

**Prerequisite Required:** Acceptance into the NAC program and successful completion of NAC 101 and 102 with a Pass.

**When Typically Offered:** Fall, Spring

### **NAC 107 Nursing Assistant (NAC) Theory**

**Credits:** 9

This course prepares students for the WA State Nursing Assistant Certified for state certification. Students who complete the training can apply for the Nursing Assistant Registered credential to begin their careers. It includes the essentials of care-giving, body systems, basic nutrition, and infection control. Mandatory P/NC grading.

**Prerequisite Required:** Acceptance into the NAC program. Non-ESL students: CASAS score of 220 in reading and either CASAS score of 220 in math or passing grade on NAC math assessment test.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **NAC 108 Nursing Assistant (NAC) Skills**

**Credits:** 4

This course prepares students for the WA State Nursing Assistant skill exam for state certification. It includes the essentials of care giving, body systems, basic nutrition, and infection control. Hands-on training is provided in a supervised laboratory setting where students master the skills required for state certification. Mandatory P/NC grading.

**Prerequisite Required:** Acceptance into the NAC program. Non-ESL students: CASAS score of 220 in reading and either CASAS score of 220 in math or passing grade on NAC math assessment test.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Nutrition**

### **NUTR 188 Nutrition and Fitness**

**Credits:** 3

This course is designed for anyone wanting to improve their health through nutrition and fitness, from recreational exercisers to serious athletes. Included are discussions of fitness goals and guidelines, nutrients and energy systems, weight maintenance, eating disorders, nutrition misinformation, and supplement use. Dual listed with PE 188. Student option grading.

**Prerequisite Recommended:** Completion of MATH 070 and ENGL 099 or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **NUTR 293 Special Topics In Nutrition**

**Credits: 3**

Classes focusing on specific issues and/or topics on interest in nutrition. Student option grading.

### **NUTR 297 Individual Project In Nutrition**

**Credits: 1**

Individual project in a specific area of nutrition. Student option grading.

**Prerequisite Recommended:** Yes, based on evaluation of student's educational & work experience.

**When Typically Offered:** Fall, Winter, Spring

### **NUTR 298 Individual Project In Nutrition**

**Credits: 2**

Individual project in a specific area of nutrition. Student option grading.

**Prerequisite Recommended:** Yes, based on evaluation of student's educational & work experience.

**When Typically Offered:** Fall, Winter, Spring

### **NUTR 299 Individual Project In Nutrition**

**Credits: 3**

Individual project in a specific area of nutrition. Student option grading.

**Prerequisite Recommended:** Yes, based on evaluation of student's educational & work experience.

**When Typically Offered:** Fall, Winter, Spring

### **NUTR& 101 Nutrition**

**Credits: 5**

A general study of nutrients in food, its digestion, absorption and metabolism. Course also deals with energy balance, weight control, nutritional assessment and improvement of general well-being. Student option grading.

**Prerequisite Recommended:** Completion of MATH 070 and ENGL 099 or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **NUTR& 101W Nutrition**

**Credits: 5**

A general study of nutrients in food, its digestion, absorption and metabolism. Course also deals with energy balance, weight control, nutritional assessment and improvement of general well-being. Student option grading.

**Prerequisite Recommended:** Completion of MATH 070 and ENGL 099 or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **Oceanography**

### **OCEA 174 Underwater Photography**

**Credits: 2**

Fundamentals of taking pictures underwater. Suitable films, cameras and underwater housings are demonstrated. The properties of light under water and special lighting effects are discussed. Pictures taken underwater are then critiqued in class. Student option grading.

**When Typically Offered:** Spring

### **OCEA 297 Individual Project In Oceanography**

**Credits: 1**

Individual project in a specific area of oceanography. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

### **OCEA 298 Individual Project In Oceanography**

**Credits: 2**

Individual project in a specific area of oceanography. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

### **OCEA 299 Individual Project In Oceanography**

**Credits: 3**

Individual project in a specific area of oceanography. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students educational and work experience.

**When Typically Offered:** Summer

### **OCEA& 101 Introduction to Oceanography**

**Credits: 5**

Study of the sea floor features, the earth's interior, ancient sea levels and climates, pollutants, nutrients, ocean currents, waves, beaches, tides and habitats. Labs on rocks, charts and navigation, sea water and organisms of the sea. Student option grading.

**Prerequisite Required:** ENGL& 101 and MATH 098 with 2.0 or better.

**When Typically Offered:** Winter, Spring

## **Parent Education**

### **PARED 114 Parent Cooperative Preschool 1: 0-1, 1-Day**

**Credits: 2**

Lecture/lab for parents of birth to one year olds; PARED 114/PARED 115/PARED 116 together cover parenting the infant: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 115 Parent Cooperative Preschool 2: 0-1, 1-Day**

### **Credits: 2**

Lecture/lab for parents of birth to one year olds; PARED 114/PARED 115/PARED 116 together cover parenting the infant: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 116 Parent Cooperative Preschool 3: 0-1, 1-Day**

### **Credits: 2**

Lecture/lab for parents of birth to one year olds; PARED 114/PARED 115/PARED 116 together cover parenting the infant: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 117 Doing It All: Support for the Student-Parent**

### **Credits: 0**

For students who are parents of 0-5 year olds attending the Shoreline Community College Parent-Child Center. Topics include child development, guidance & discipline, college supports and community building. Mandatory P/NC grading.

**When Typically Offered:** Fall

## **PARED 124 Parent Cooperative Preschool 1: 1-2, 1-Day**

### **Credits: 2**

Lecture/lab for parents of 8mo-2 year olds; PARED 124/PARED 125/PARED 126 together cover parenting the 8mo-2 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 125 Parent Cooperative Preschool 2: 1-2, 1-Day**

### **Credits: 2**

Lecture/lab for parents of 8mo-2 year olds; PARED 124/PARED 125/PARED 126 together cover parenting the 8mo-2 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 126 Parent Cooperative Preschool 3: 1-2, 1-Day**

### **Credits: 2**

Lecture/lab for parents of 8mo-2 year olds; PARED 124/PARED 125/PARED 126 together cover parenting the 8mo-2 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 134 Parent Cooperative Preschool 1:2-3, 1-Day**

### **Credits: 2**

Lecture/lab for parents of 2-3 year olds; 1-day/week option. PARED 134/PARED 135/PARED 136 together cover parenting the 2-3 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 135 Parent Cooperative Preschool 2:2-3, 1-Day**

### **Credits: 2**

Lecture/lab for parents of 2-3 year olds; 1-day/week option. PARED 134/PARED 135/PARED 136 together cover parenting the 2-3 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 136 Parent Cooperative Preschool 3:2-3, 1-Day**

### **Credits: 2**

Lecture/lab for parents of 2-3 year olds; 1-day/week option. PARED 134, PARED 135, PARED 136 together cover parenting the 2-3 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 137 Parent Cooperative Preschool 1:2-3, 2-Day**

### **Credits: 2**

Lecture/lab for parents of 2-3 year olds; 2-day/week option. PARED 137/PARED 138/PARED 139 together cover parenting the 2-3 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 138 Parent Cooperative Preschool 2:2-3, 2-Day**

### **Credits: 2**

Lecture/lab for parents of 2-3 year olds; 2-day/week option. PARED 137/PARED 138/PARED 139 together cover parenting the 2-3 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 139 Parent Cooperative Preschool 3:2-3, 2-Day**

### **Credits: 2**

Lecture/lab for parents of 2-3 year olds; 2-day/week option. PARED 137/PARED 138/PARED 139 together cover parenting the 2-3 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language and literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 144 Parent Cooperative Preschool 1: 3-4, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 3-4 year olds; PARED 144/PARED 145/PARED 146 together cover parenting the 3-4 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 145 Parent Cooperative Preschool 2: 3-4, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 3-4 year olds; PARED 144/PARED 145/PARED 146 together cover parenting the 3-4 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 146 Parent Cooperative Preschool 3: 3-4, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 3-4 year olds; PARED 144/PARED 145/PARED 146 together cover parenting the 3-4 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 154 Parent Cooperative Preschool 1: 4-5, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 4-5 year olds; PARED 154/PARED 155/PARED 156 together cover parenting the 4-5 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall

## **PARED 155 Parent Cooperative Preschool 2: 4-5, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 4-5 year olds; PARED 154/PARED 155/PARED 156 together cover parenting the 4-5 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 156 Parent Cooperative Preschool 3: 4-5, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 4-5 year olds: PARED 154/PARED 155/PARED 156 together cover parenting the 4-5 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 157 Parent Cooperative Preschool 1:5-6, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 5-6 year olds; PARED 157/PARED 158/PARED 159 together cover parenting the 5-6 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 158 Parent Cooperative Preschool 2: 5-6, 3-Day**

### **Credits: 3**

Lecture/lab for parents of 5-6 year olds; PARED 157/PARED 158/PARED 159 together cover parenting the 5-6 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.



**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 159 Parent Cooperative Preschool 3:5-6, 3-Day**

**Credits:** 3

Lecture/lab for parents of 5-6 year olds; PARED 157/PARED 158/PARED 159 together cover parenting the 5-6 year old: child development, influences on development, guidance and discipline, health, nutrition, play, language, and literacy development. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 164 Parent Cooperative Preschool 1:3-5, 2-Day**

**Credits:** 2

Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 165 Parent Cooperative Preschool 2:3-5, 2-Day**

**Credits:** 2

Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 166 Parent Cooperative Preschool 3:3-5, 2-Day**

**Credits:** 2

Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 167 Parent Cooperative Preschool 1:3-5, 3-Day**

**Credits:** 3

Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 168 Parent Cooperative Preschool 2:3-5, 3-Day**

**Credits:** 3

Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline,

health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 169 Parent Cooperative Preschool 3:3-5, 3-Day**

**Credits:** 3

Lecture/lab for parents of 3-5 year olds: Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language, & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 174 Parent Cooperative Preschool 1: 1-4, 1-Day**

**Credits:** 2

Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 175 Parent Cooperative Preschool 2: 1-4, 1-Day**

**Credits:** 2

Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 176 Parent Cooperative Preschool 3: 1-4, 1-Day**

**Credits:** 2

Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 177 Parent Cooperative Preschool 1:1-4, 2-Day**

**Credits:** 2

Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 178 Parent Cooperative Preschool 2:1-4, 2-Day**

**Credits:** 2

Lecture/lab for parents of 1-4 year olds. Topics include child

development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 179 Parent Cooperative Preschool 3:1-4, 2-Day**

**Credits:** 2

Lecture/lab for parents of 1-4 year olds. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, language & literacy development. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 184 Parent Cooperative Preschool 1: 0-5 (1)**

**Credits:** 1

Parent education lecture course for parents of children birth to age 5. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, literacy & community building. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 185 Parent Cooperative Preschool 2: 0-5 (1)**

**Credits:** 1

Parent education lecture course for parents of children birth to age 5. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, literacy & community building. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 186 Parent Cooperative Preschool 3: 0-5 (1)**

**Credits:** 1

Parent education lecture course for parents of children birth to age 5. Topics include child development, influences on development, guidance & discipline, health, nutrition, play, literacy & community building. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 191 Special Topics In Pared**

**Credits:** 1

Lecture course for parents that explores concepts and theories of selected parenting issues. PARED 191, PARED 192, PARED 193 together provide parents with knowledge to enable the formulation and practice of problem solving techniques to build and enhance self esteem within the family unit. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

### **PARED 192 Special Topics In Pared**

**Credits:** 2

Lecture course for parents that explores concepts and theories of selected parenting issues. PARED 191, PARED 192, PARED 193 together provide parents with knowledge to enable the

formulation and practice of problem solving techniques to build and enhance self esteem within the family unit. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

### **PARED 193 Special Topics In Pared**

**Credits:** 3

Lecture course for parents that explores concepts and theories of selected parenting issues. PARED 191, PARED 192, PARED 193 together provide parents with knowledge to enable the formulation and practice of problem solving techniques to build and enhance self esteem within the family unit. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

### **PARED 194 Parent Cooperative Preschool 1:1-5**

**Credits:** 0.5

Lecture/lab for parents of 1-5 year olds. Topics include child development, influences on development, the importance of playbased learning, guidance & discipline, health, nutrition, and scientific thinking. Sequence of topics is by instructor discretion. Mandatory P/NC grading.

**Instructor permission required:** Yes.

**When Typically Offered:** Spring

### **PARED 291 Special Topics In Parent Education**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in Parent Education. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 292 Special Topics In Parent Education**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in Parent Education. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **PARED 293 Special Topics In Parent Education**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in Parent Education. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **PARED 297 Individual Project In Parent Education**

**Credits:** 1

Individual project in a specific area of Parent Education. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

### **PARED 298 Individual Project In Parent Education**

**Credits:** 2

Individual project in a specific area of Parent Education. Student

option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **PARED 299 Individual Project In Parent Education**

**Credits:** 3

Individual project in a specific area of Parent Education. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

## **Philosophy**

### **PHIL 102 Contemporary Moral Problems**

**Credits:** 5

Students examine a variety of different ethical standpoints and theories which they apply to moral issues such as war, human trafficking, capital punishment, human rights, animal rights, euthanasia, the environment, abortion, racial and ethnic discrimination, social justice, and issues of gender and sexuality. Student option grading.

**Prerequisite Recommended:** Successful completion of ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Spring

### **PHIL 210 Comparative Religion**

**Credits:** 5

A comparative survey of the history, beliefs and practices of major religions and religious traditions around the world. Judaism, Christianity, Islam, Hinduism, Buddhism, Taoism, Jainism, Shintoism, Native American traditions and traditions of other indigenous peoples, Witchcraft, and so forth. Student option grading.

**When Typically Offered:** Spring

### **PHIL 240 Introduction to Ethics**

**Credits:** 5

What is the basis of human rights? Which rights, if any, should be universal? What, if anything, is truly good in itself? What is social justice? Join this course for lively philosophical discussions on these and other big questions pertaining to the nature of right and wrong, good and bad. Student option grading.

**Prerequisite Recommended:** ENGL& 101

**When Typically Offered:** Spring

### **PHIL 240H Introduction to Ethics HC**

**Credits:** 5

What is the basis of human rights? Which rights, if any, should be universal? What, if anything, is truly good in itself? What is social justice? Join this course for lively philosophical discussions on these and other big questions pertaining to the nature of right and wrong, good and bad. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 or equivalent.

### **PHIL 248 Ethical Issues In Criminal Justice**

**Credits:** 5

Critical discussion of the philosophical, psychological, ethical under pinnings of human behavior in the Criminal Justice system, including ethical challenges and issues of multiculturalism within the Criminal Justice system. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

### **PHIL 265 Philosophy Through Film**

**Credits:** 5

This course will examine a variety of philosophical arguments through the medium of film. It will consist of screenings, readings and lectures, and lively discussion. Students will engage a wide range of exciting thinkers, issues, and movies with the goal of understanding both how our world is and how we want it to be. Mandatory decimal grading.

**Prerequisite Recommended:** Placement into ENGL& 101

### **PHIL 267 Introduction to Philosophy of Religion**

**Credits:** 5

Does God exist? Do we have an immaterial soul? Is there life after death? What is faith? Has science proven there is no God? Is it ever reasonable to believe a miracle occurred? Why does the world contain evil? Join this class to engage in lively philosophical discussions concerning these and other big questions pertaining to religion. Student option grading.

**When Typically Offered:** Summer, Spring

### **PHIL 295 Special Topics In Philosophy**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in philosophy. Student option grading.

### **PHIL 297 Individual Project In Philosophy**

**Credits:** 1

Individual project in a specific area of philosophy. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **PHIL 298 Individual Project In Philosophy**

**Credits:** 2

Individual project in a specific area of philosophy. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Winter

### **PHIL 299 Individual Project In Philosophy**

**Credits:** 3

Individual project in a specific area of philosophy. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter

## **PHIL& 101 Introduction to Philosophy**

**Credits: 5**

Examination and discussion of important philosophical arguments pertaining to the classic questions of philosophy, including: Does God exist? What is truth? How does knowledge differ from opinion? What is consciousness? Do we have free will? What is justice? Student option grading.

**Prerequisite Recommended:** Successful completion of ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Fall, Winter, Spring

## **PHIL& 101H Introduction to Philosophy HC**

**Credits: 5**

Examination and discussion of important philosophical arguments pertaining to the classic questions of philosophy, including: Does God exist? What is truth? How does knowledge differ from opinion? What is consciousness? Do we have free will? What is justice? Mandatory decimal grading.

**Prerequisite Recommended:** Successful completion of ENGL 099 or placement into ENGL& 101.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PHIL& 115 Critical Thinking**

**Credits: 5**

An informal, non-symbolic introduction to logic and critical thinking emphasizing real-life examples, natural language applications, and the informal logical fallacies. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **PHIL& 120 Symbolic Logic**

**Credits: 5**

Students translate reasoning into symbolic language and then test it for validity using algorithms and proof procedures similar to those used in math and computer science. Satisfies Quantitative/Symbolic Reasoning requirement for AA degree. Student option grading.

**Prerequisite Required:** Math placement into PHIL& 120 OR concurrent enrollment in MATH 047.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PHIL& 120 Symbolic Logic with Support**

**Credits: 7**

PHIL& 120 Symbolic Logic + MATH 047&nbsp;Int. Algebra Support for PHIL& 120. Students translate reasoning into symbolic language and test it for validity. Algebra topics and student success strategies. Student option grading.

**Prerequisite Required:** ABE 053 (Pass) or placement into MATH 047.

**When Typically Offered:** Fall

## **Physical Education**

### **PE 105 Badminton I**

**Credits: 2**

Introduction to the rules, techniques, physical skills, and strategies of the game of badminton. Students will learn origins and rules, develop individual skills and reinforce their skill through

competitive games and tournament experiences. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **PE 116 Tai Chi I**

**Credits: 2**

Introduction to the art of Tai Chi and its basis in Chinese philosophy as it relates to the development of the individual. Students will develop basic Tai Chi moves and learn a form of exercise based on soft, fluid movements. Previously PE 133. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **PE 117 Yoga I**

**Credits: 2**

Introductory class where the focus is from the inside out. Gain better balance, strength, flexibility and stability from the body's core. Will blend energizing effort with relaxing, while quieting the mind, toning the body and inspiring personal confidence. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **PE 126 Yoga/Pilates Fusion I**

**Credits: 2**

Introduction to the flexibility, balance, and breathing aspects of Yoga combined with the strengthening properties of Pilates for a complete body workout; toning the body, reducing stress, and building self-confidence. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **PE 136 Weight Training and Cardio Fitness**

**Credits: 2**

A complete muscular strength and cardiovascular fitness training experience centered around individual machine techniques. Allows the student to develop and experience their own personal fitness program. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **PE 138 Weight Training I**

**Credits: 2**

Understanding, developing and maintaining muscular strength and endurance through participation in an individual weight training program. Previously PE 129. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **PE 139 Core Strength Conditioning I**

**Credits: 2**

Develop and understand the importance of core body strength through a variety of activities including yoga, Pilates, the exercise ball and resistance exercises. Focus will be on the development of the core muscle groups while developing over all body strength and flexibility. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **PE 154 Soccer I**

**Credits: 2**

Introduction to techniques, physical skills, & strategies of soccer.

Learn origins & rules, develop individual skills through a series of demonstrations, drills & individual performance tasks & reinforce those skills through competitive games. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 155 Basketball I**

**Credits:** 2

Introduction to basketball skills and conditioning. Includes passing, shooting, ball movement, individual and team strategy, skills and techniques, rules of the game, scoring procedures and officiating. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 184 Active Weight Maintenance**

**Credits:** 2

Explore healthy strategies and techniques for achieving optimal weight. Develop personalized behavior changes to advance health and wellness for weight management. Each student will leave with an individualized routine and the ability to plan successful workouts for their busy lifestyle. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 186 Active Maintenance**

**Credits:** 2

Focus on nutritional factors that contribute to optimal weight and wellness. Explore practical applications including meal planning, food labeling, and utilizing a variety of foods and strategies for healthy weight management. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 188 Nutrition and Fitness**

**Credits:** 3

This course is designed for anyone wanting to improve their health through nutrition and fitness, from recreational exercisers to serious athletes. Included are discussions of fitness goals and guidelines, nutrients and energy systems, weight maintenance, eating disorders, nutrition misinformation, and supplement use. Dual listed with NUTR 188. Student option grading.

**Prerequisite Recommended:** Completion of MATH 070 & ENGL 099 or EAP 099.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 200 Fitness Lab**

**Credits:** 1-3

Pursue your fitness goals in an informal supervised setting while earning college credit. Gain practical experience while participating in your personal fitness program. Mandatory P/NC grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 205 Badminton II**

**Credits:** 2

Advanced study of the rules, techniques, physical skills, and strategies of the game of badminton. Drills, individual performance tasks and reinforcement of skill through competitive games and tournament experiences. Student option grading.

**Prerequisite Required:** PE 105 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **PE 216 Tai Chi II**

**Credits:** 2

Advanced level class. Builds on and focuses on mastery of basic skills, techniques and philosophy of Tai Chi, as expressed in Chinese culture. Introduction to advanced skills and movements. Student option grading.

**Prerequisite Required:** PE 116 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **PE 217 Yoga II**

**Credits:** 2

Advanced class. Increase your balance, strength, flexibility and stability from the body's core with refined yoga techniques. Blend energizing effort with relaxing; inhaling with exhaling, quieting, toning the body, and inspiring personal confidence. Student option grading.

**Prerequisite Required:** PE 117 or permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 226 Yoga/Pilates Fusion II**

**Credits:** 2

Advanced study of Yoga and Pilates as an integrated combination designed to provide a complete body workout which will improve flexibility, balance, breathing, core strengthening, stress reduction and self-confidence. Mandatory decimal grading.

**Prerequisite Required:** PE 126 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 236 Weight Training and Cardio Fitness II**

**Credits:** 2

Advanced muscular and cardiovascular strength and endurance training. Student will be expected to know the elements of fitness and principles of overall body condition, and be able to develop and execute several training regimens. Student option grading.

**Prerequisite Required:** PE 136 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 238 Weight Training II**

**Credits:** 2

Advanced weight training. Develop and maintain muscular strength and endurance through participation in an individual weight lifting program utilizing a variety of strength and endurance exercises. Previously PE 229. Student option grading.

**Prerequisite Required:** PE 138 or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 239 Core Strength Conditioning II**

**Credits:** 2

Advanced core fitness training using a variety of exercise forms including yoga, pilates, BOSU, exercise ball and light weights. Develop an understanding of core strength development and its relationship to health and fitness. Student option grading.

**Prerequisite Required:** PE 139 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **PE 254 Soccer II**

**Credits:** 2

Advanced conditioning, skills, and strategies for highly skilled, experienced players. Advanced individual and team strategies. Student option grading.

**Prerequisite Required:** PE 154 or instructor's permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 255 Basketball II**

**Credits:** 2

Advanced study of the rules, techniques, physical skills and strategies of the game of basketball. Skills refined through games and related drills. Introduction to advanced technically demanding skills and team offensive and defensive systems. Previously PE 208. Student option grading.

**Prerequisite Required:** PE 155 or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **PE 260 Fitness Participation**

**Credits:** 1

Fitness experience designed for the student who already has knowledge in a team or individual sport, or lifetime fitness activity and is interested in continuing participation in that activity. Grade based on attendance and participation only. No written assignments. Mandatory P/NC grading.

**Prerequisite Required:** 100 or 200 level of the specific activity course required.

**When Typically Offered:** Fall, Winter, Spring

## **PE 270 Basketball Strategies**

**Credits:** 3

Off-season conditioning, skills, and individual and team strategies for the highly skilled athlete. Includes intensive conditioning and competition. Student option grading.

**When Typically Offered:** Fall

## **PE 274 Baseball Strategies**

**Credits:** 3

Off-season conditioning, skills, and individual and team strategies for the highly-skilled athlete. Includes intensive conditioning and competitive experiences. Student option grading.

**When Typically Offered:** Winter

## **PE 276 Volleyball Strategies**

**Credits:** 3

Off-season conditioning, skills, and individual and team strategies for the highly skilled athlete. Includes intensive competitive and conditioning experiences. Student option grading.

**When Typically Offered:** Fall

## **PE 277 Soccer Strategies**

**Credits:** 3

Off-season conditioning, skills, and individual and team strategies for the highly skilled athlete. Includes intensive conditioning and competition experiences. Student option grading.

**When Typically Offered:** Fall

## **PE 278 Softball Strategies**

**Credits:** 3

Off-season conditioning, skills, and individual and team strategies for the highly-skilled athlete. Intensive conditioning and competitive experiences. Student option grading.

**When Typically Offered:** Winter

## **PE 280 Cardio-Pulmonary Resuscitation**

**Credits:** 1

CPR for the Professional Rescuer. Includes adult, infant and child rescue breathing, choking and CPR, as well as two-person CPR, pocket mask and bag-valve mask skills. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 290 Special Topics In Physical Education**

**Credits:** 0.5

Classes focusing on specific issues and/or topics of interest in physical education. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **PE 291 Special Topics In Physical Education**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in physical education. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **PE 292 Special Topics In Physical Education**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in physical education. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **PE 293 Special Topics In Physical Education**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in physical education. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

## **PE 294 Special Topics In Physical Education**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in physical education. Student option grading.

## **PE 295 Special Topics In Physical Education**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in physical education. Student option grading.

**When Typically Offered:** Summer, Winter, Spring

## **PE 297 Individual Project In Physical Education**

**Credits:** 1

Individual project in a specific area of physical education. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 298 Individual Project In Physical Education**

**Credits:** 2

Individual project in a specific area of physical education. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PE 299 Individual Project In Physical Education**

**Credits:** 3

Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall, Winter, Spring

# **Physics**

## **PHYS 110 Concepts of the Physical World**

**Credits:** 5

Introduction to selected physics concepts and theories. Intended for liberal arts and other non-science majors. Student option grading.

**Prerequisite Required:** MATH 099 (2.0 or better).

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PHYS 297 Individual Project In Physics**

**Credits:** 1

Individual project in a specific area of physics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **PHYS 298 Individual Project In Physics**

**Credits:** 2

Individual project in a specific area of physics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

## **PHYS 299 Individual Project In Physics**

**Credits:** 3

Individual project in a specific area of physics. Student option grading.

**Instructor permission required:** Yes, based on evaluation of student's educational and work experience.

**When Typically Offered:** Fall

## **PHYS& 114 General Physics I with Lab**

**Credits:** 5

Algebra-based physics for majors in health sciences, architecture, vocational and technical programs, and other majors not requiring calculus. Studies Newtonian mechanics. Mandatory decimal grading.

**Prerequisite Required:** MATH& 142 with a grade of 2.0 or better.

**When Typically Offered:** Fall

## **PHYS& 115 General Physics II with Lab**

**Credits:** 5

Algebra-based physics for majors in health sciences, architecture, vocational and technical programs, and other majors not requiring calculus. Studies electricity and magnetism. Mandatory decimal grading.

**Prerequisite Required:** PHYS& 114 and MATH& 142 with grades of 2.0 or better.

**When Typically Offered:** Winter

## **PHYS& 116 General Physics III with Lab**

**Credits:** 5

Algebra-based physics for majors in health sciences, architecture, vocational and technical programs, and other majors not requiring calculus. Studies waves, heat and light. Mandatory decimal grading.

**Prerequisite Required:** PHYS& 115 and MATH& 142 with grades of 2.0 or better.

**When Typically Offered:** Spring

## **PHYS& 221 Engineering Physics I with Lab: Mechanics**

**Credits:** 5.5

Calculus-based physics for majors in physical sciences, engineering, pre-medicine, mathematics. Studies Newtonian mechanics. Mandatory decimal grading.

**Prerequisite Required:** MATH& 151 with grade of 2.0 or better.

**When Typically Offered:** Fall, Winter

## **PHYS& 222 Engineering Physics II with Lab: Electromagnetism**

**Credits:** 5.5

Calculus-based physics for majors in physical sciences, engineering, pre-medicine, mathematics. Studies electricity and magnetism. Mandatory decimal grading.

**Prerequisite Required:** PHYS& 221 and MATH& 163 with grades of 2.0 or better.

**When Typically Offered:** Summer, Winter, Spring

## **PHYS& 223 Engr Physics III with Lab: Waves, Heat & Light**

**Credits:** 5.5

Calculus-based physics for majors in physical sciences, engineering, pre-medicine, mathematics. Studies fluids, waves, sound, thermodynamics and light. Mandatory decimal grading.

**Prerequisite Required:** PHYS& 221 and MATH& 152 with grades of 2.0 or better.

**When Typically Offered:** Winter, Spring

# **Political Science**

## **POLS 221 American Foreign Policy**

**Credits:** 5

This course introduces students to the subject of American foreign policy. The focus is on (1) the evolution of policy, its values, circumstances and priorities, especially since 1945, and (2) the

institutions and processes through which policy is made and carried out. Student option grading.

**Prerequisite Recommended:** ENGL& 101

**When Typically Offered:** Spring

## **POLS 222 Great Discussions of Foreign Policy Issues**

**Credits:** 2

This course introduces students to specific American foreign policy issues. The focus is on (1) the global context of the issue, (2) the evolution of the issue, the historical context, its values, circumstances and priorities, and (3) the institutions and processes through which policy regarding the issue is made and carried out. Student option grading.

**When Typically Offered:** Spring

## **POLS 291 Special Topics In Political Science**

**Credits:** 1

Classes focusing on specific issues and/or topics of interest in political science. Student option grading.

## **POLS 292 Special Topics In Political Science**

**Credits:** 2

Classes focusing on specific issues and/or topics of interest in political science. Student option grading.

## **POLS 293 Special Topics In Political Science**

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in political science. Student option grading.

## **POLS 294 Special Topics In Political Science**

**Credits:** 4

Classes focusing on specific issues and/or topics of interest in political science. Student option grading.

## **POLS 295 Special Topics In Political Science**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in political science. Student option grading.

## **POLS 295W Special Topics In Political Science**

**Credits:** 5

Classes focusing on specific issues and/or topics of interest in political science. Student option grading.

## **POLS 297 Individual Project In Political Science**

**Credits:** 1

Individual project in a specific area of political science. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **POLS 298 Individual Project In Political Science**

**Credits:** 2

Individual project in a specific area of political science. Student

option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **POLS 299 Individual Project In Political Science**

**Credits:** 3

Individual project in a specific area of political science. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Spring

## **POLS& 101 Introduction to Political Science**

**Credits:** 5

This course provides a general overview of the major political movements, ideologies, and regimes that have shaped the contemporary world. Examines the nature, purpose, and practice of politics in both its democratic and non-democratic forms. Emphasis on explaining political change and stability. Student option grading.

**When Typically Offered:** Fall, Spring

## **POLS& 201 Introduction to Political Theory**

**Credits:** 5

Explores classical and modern theories of the nature of government and politics. Looks at the role of ideology in political thought. Focuses on liberalism, conservatism, and democratic socialism. Examines issues including the nature of conflict, equality, good government, justice, and obedience. Mandatory decimal grading.

## **POLS& 202 Introduction to American Government and Politics**

**Credits:** 5

This course provides an introduction to the U.S. political system. Students examine how the political process in the United States addresses significant public problems and conflicts in American society. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **POLS& 202H Introduction to American Government and Politics HC**

**Credits:** 5

This course provides an introduction to the U.S. political system. Students examine how the political process in the United States addresses significant public problems and conflicts in American society. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **POLS& 203 International Relations**

**Credits:** 5

This class examines how nations interact in a globalized world. World views, national interests, power, war and peace, international organizations and law, trade and development, human rights, the environment, and alternate strategies for resolving global problems will be discussed. Student option grading.



**Prerequisite Recommended:** ENGL& 101

**When Typically Offered:** Winter

## Psychology

### PSYC 202 Biopsychology

**Credits:** 5

How does our biology influence how we think, feel, and act? How does our behavior impact the way our biology is expressed? This course examines these two questions and explores the interaction between biology and behavior. Topics include: memory, sex, drugs, and mental illness. Prerequisite for UW psychology majors. Mandatory decimal grading.

**Prerequisite Required:** PSYC& 100 or equivalent with instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### PSYC 207 The Psychology of Excellence

**Credits:** 5

This course focuses on the application of psychological theories & research to enhancing performance in a variety of life settings. Topics include: self-regulation, goal setting, visualization, stress management, attention control, time management, effective communication, & conflict resolution. Mandatory decimal grading.

**When Typically Offered:** Spring

### PSYC 208 Adulthood, Aging and Development

**Credits:** 5

A study of the basic concepts and issues in adult aging and development. Exploration of the developmental patterns and problems characteristic of the adult years from a cultural perspective. Mandatory decimal grading.

**When Typically Offered:** Fall

### PSYC 209 Fundamentals of Psychological Research

**Credits:** 5

This course covers the key themes and concepts of psychological research and is a foundation course for students planning to take additional courses in psychology. Students will also learn how to critically evaluate scientific findings and claims made by the popular press. A prerequisite for UW psychology majors. Mandatory decimal grading.

**Prerequisite Required:** PSYC& 100 or equivalent with instructor permission.

**When Typically Offered:** Fall, Spring

### PSYC 210 Psychology of Sexuality and Relationships

**Credits:** 5

Survey of social, psychological and biological influences on patterns of human sexual behavior. Sexual dysfunction and therapy, contraception, and venereal disease will also be considered. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

### PSYC 215 Death, Dying, Grief, and Recovery

**Credits:** 5

A survey course on death and grief; including the process of dying, death, needed preparations for terminal illness and death, grief, and recovery. Topics include preparation of wills and living wills, support skills to assist grievers, and Hospice. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better is recommended (may be taken concurrently).

**When Typically Offered:** Spring

### PSYC 225 Drugs and Behavior

**Credits:** 5

This course surveys the popular recreational drugs in terms of their pharmacological, physiological (health) and psychological impact on the individual. In addition, we will examine issues related to drug use and abuse, addiction, treatment, drug regulation and enforcement, as well as other topical issues. Student option grading.

**When Typically Offered:** Winter

### PSYC 230 Multicultural Psychology

**Credits:** 5

Focuses on how sociocultural contexts influence psychological processes. We will develop awareness, knowledge, skills, and advocacy tools to increase multicultural competence. Negative effects of oppression on mental health and well-being and strategies for inclusive counseling, research, and policy will be covered. Mandatory decimal grading.

**Prerequisite Required:** PSYC& 100 with a 2.0 or better.

**When Typically Offered:** Fall Meets Requirements for Multicultural Understanding:

Yes

### PSYC 236 Introduction to Personality

**Credits:** 5

Introduction to the scientific study of personality, including personality theories and theorists, personality assessment, and personality constructs. Mandatory decimal grading.

**Prerequisite Required:** PSYC& 100 or equivalent with instructor permission.

**When Typically Offered:** Spring

### PSYC 245 Social Psychology

**Credits:** 5

An introduction to the scientific study of relations between individuals and groups and the effects of contextual variables such as: race, ethnicity, culture, and gender. Some of the topics included are: group function, self-concept, conflict, aggression, and discrimination. Mandatory decimal grading.

**When Typically Offered:** Spring

### PSYC 293 Special Topics In Psychology

**Credits:** 3

Classes focusing on specific issues and/or topics of interest in psychology. Student option grading.

## **PSYC 295 Special Topics In Psychology**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in psychology. Student option grading.

## **PSYC 297 Individual Project In Psychology**

**Credits: 1**

Individual project in a specific area of psychology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **PSYC 298 Individual Project In Psychology**

**Credits: 2**

Individual project in a specific area of psychology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

## **PSYC 299 Individual Project In Psychology**

**Credits: 3**

Individual project in a specific area of psychology. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Fall, Winter

## **PSYC& 100 General Psychology**

**Credits: 5**

Course provides an introduction to the scientific study of the biological, mental, and social factors that influence human behavior. Topics covered include: personality, learning, memory, critical thinking, intelligence, psychological disorders, and treatments. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PSYC& 100H General Psychology HC**

**Credits: 5**

Course provides an introduction to the scientific study of the biological, mental, and social factors that influence human behavior. Topics covered include: personality, learning, memory, critical thinking, intelligence, psychological disorders, and treatments. Mandatory decimal grading.

**When Typically Offered:** Fall, Winter, Spring

## **PSYC& 200 Lifespan Psychology**

**Credits: 5**

A survey of human development from conception through death. Physical, emotional, cognitive and psychosocial development will be explored. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **PSYC& 220 Abnormal Psychology**

**Credits: 5**

Introduction to the field of psychopathology. A survey of the symptoms, causes and treatment of psychological disorders will be considered. Mandatory decimal grading.

**Prerequisite Required:** PSYC& 100, or equivalent with instructor permission.

**When Typically Offered:** Summer, Winter

## **Science**

### **SCI 284 Preparing for Graduate Health Professions 1**

**Credits: 1**

This is a first seminar for Post-Baccalaureate students preparing for graduate-level health professions, such as medicine, dentistry, pharmacy, physician assistant, etc. Topics include: admissions process, academic preparation, health professional roles, social determinants of health. Students create a personal plan. Mandatory P/NC grading.

**Prerequisite Required:** Bachelor's Degree and instructor permission.

**Instructor permission required:** Yes.

### **SCI 285 Preparing for Graduate Health Professions 2**

**Credits: 1**

Second of two-part seminar for Post-Baccalaureate students preparing for graduate-level health professions, such as medicine, dentistry, pharmacy, physician assistant, etc. Focus: preparing for admissions process, exposure to diverse aspects of medicine, professionalism, and strengthening qualifications. Mandatory P/NC grading.

**Prerequisite Required:** SCI 284 , or Bachelor Degree and instructor permission.

**Instructor permission required:** Yes.

### **SCI 286 Applying to Graduate Health Professional Schools**

**Credits: 1**

This seminar is for Post-Baccalaureate students getting ready to apply to graduate-level health professional schools. Topics included are: choosing schools, writing about work and activities, writing an effective personal statement, planning letters of evaluation, and preparing for the interview. Mandatory P/NC grading.

**Prerequisite Required:** SCI 284 or SCI 285 , or Bachelor Degree and instructor permission.

### **SCI 287 Critical Reading Analysis for MCAT, GRE.**

**Credits: 1**

This seminar is for students preparing for the MCAT, GRE or other advanced level test. The course focuses on preparation for the MCAT Critical Analysis and Reading Skills section and the GRE Verbal Reasoning section. Included are test format, free and low cost resources, critical reasoning skills, and test strategies. Mandatory P/NC grading.

**Instructor permission required:** No.

## **SCI 288 MCAT Preparation and the Medical School Application**

**Credits: 1**

This seminar is for students preparing for medical school. The focus of this course is on the MCAT and the application process. Topics: MCAT content learning strategies, free and low cost resources, needs assessment, preparation plan development, medical school admission, school selection, and peer and instructor support. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter

## **SCI 289 MCAT Test Practice and Strategies**

**Credits: 1**

This seminar is for students preparing for the MCAT. The seminar focuses on test taking practice, needs assessment, test and preparation strategies, and peer and instructor support. Mandatory P/NC grading.

**When Typically Offered:** Winter, Spring

## **Sociology**

### **SOC 102 Child Maltreatment and Advocacy**

**Credits: 5**

This introductory course for Child Advocacy Studies covers the history, perspectives, legal framework and responses to child maltreatment. It is approached from a variety of diverse professional perspectives. The course is designed for students interested in gaining knowledge of child maltreatment. Dual listed as CAST 102. Mandatory decimal grading.

**When Typically Offered:** Fall, Spring

### **SOC 112 Introduction to Criminology**

**Credits: 5**

An introduction to Criminology as an academic discipline and as a science. Discussions include Crime theory, measuring crime, impact of crime and treatment of offenders and victims.

Mandatory decimal grading.

**When Typically Offered:** Winter

### **SOC 135 Current Issues in Crime and Society**

**Credits: 5**

Explore criminal justice through the lens of social service and community advocacy. Focus on current issues facing individuals and families, with emphasis on understanding how to advocate for vulnerable populations. Dual listed as CJ 135. Mandatory decimal grading.

**When Typically Offered:** Fall

### **SOC 136 Crisis Intervention and Conflict Resolution**

**Credits: 5**

This course presents the social and psychological factors found in crisis situations. Students will develop strategies for professional assessment, intervention, and follow-up in these situations. Dual listed as CJ 136. Mandatory decimal grading.

**When Typically Offered:** Winter

## **SOC 137 Theories of Professionalism in Criminal Justice**

**Credits: 5**

Focuses on the social, political, and economic theories and concepts of professionalism in criminal justice and other related careers. Designed for students entering law enforcement, social work, and mental health-related fields. Dual listed as CJ 137.

Mandatory decimal grading.

**When Typically Offered:** Spring

## **SOC 202 Professional and Systemic Responses**

**Credits: 5**

This course focuses on the responses of professionals and the system to allegations of child maltreatment. Designed for students entering fields in which knowledge of child maltreatment investigation and advocacy are necessary. Dual listed as CAST 202. Mandatory decimal grading.

**When Typically Offered:** Winter

## **SOC 250 Sociology of Families**

**Credits: 5**

Examines the institution of the family in various cultures in the United States and globally. Current issues, debates and public policies that affect the family will also be examined. Mandatory decimal grading.

**When Typically Offered:** Winter

## **SOC 270 Race, Power, Food**

**Credits: 5**

Examines the politics of nutrition in the age of globalization by focusing on issues of race, ethnicity, and gender. Students will revisit, re-envision, and re-articulate dominant understandings of history and culture as they relate to food, learn about dominant and alternative foodways, and explore interdependence among diverse cultures. Mandatory decimal grading.

**Prerequisite Recommended:** ENGL& 101 with a 2.0 or better is recommended (may be taken concurrently).

**When Typically Offered:** Fall, Winter, Spring

## **SOC 288 Sociology of Minority Groups**

**Credits: 5**

Within a sociological context, examine current and historical issues confronting United States minority groups. Explore the influence of culture and social structure on intergroup relations within the U.S. to include topics such as prejudice, discrimination, power, privilege and group identity. Mandatory decimal grading.

**When Typically Offered:** Fall

## **SOC 295 Special Topics In Sociology**

**Credits: 5**

Classes focusing on specific issues and/or topics of interest in Sociology. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **SOC 297 Individual Project In Sociology**

**Credits: 1**

Individual project in a specific area of sociology. Student option

grading.

**When Typically Offered:** Fall, Winter, Spring

### **SOC 298 Individual Project In Sociology**

**Credits: 2**

Individual project in a specific area of Sociology. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### **SOC 299 Individual Project In Sociology**

**Credits: 3**

Individual project in a specific area of Sociology. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **SOC& 101 Introduction to Sociology**

**Credits: 5**

Introduces the major perspectives and methods in sociology to explain the principles of society, culture and sociocultural relationships. Topics include socialization, social interaction and structure, groups, organizations, deviance, stratification, inequality, institutions and social change. Mandatory decimal grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **SOC& 201 Social Problems**

**Credits: 5**

Analysis of the process of social and personal disorganization and reorganization as related to selected social problems such as crime, delinquency, drug abuse, poverty, race relations and over population. Mandatory decimal grading.

**When Typically Offered:** Spring

## **Spanish**

### **SPAN 297 Individual Project In Spanish**

**Credits: 1**

Individual project in a specific area of Spanish. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **SPAN 298 Individual Project In Spanish**

**Credits: 2**

Individual project in a specific area of Spanish. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **SPAN 299 Individual Project In Spanish**

**Credits: 3**

Individual project in a specific area of Spanish. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

### **SPAN& 121 Spanish I**

**Credits: 5**

Fast-paced beginning course in Spanish: listening, speaking, reading and writing. Topics include greetings, family, and leisure activities vocabulary and the present tense. Cultural studies include social amenities and exposure to Hispanic art, music and history. Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **SPAN& 122 Spanish II**

**Credits: 5**

Fast-paced course in Spanish: listening, speaking, reading and writing. Topics include past tenses, commands, direct/indirect object pronouns, clothing and food vocabulary. Cultural studies continue with exposure to Hispanic art, music and history. Student option grading.

**Prerequisite Required:** SPAN& 121 or equivalent with instructor's permission.

**When Typically Offered:** Summer, Winter, Spring

### **SPAN& 123 Spanish III**

**Credits: 5**

Fast-paced course in Spanish: listening, speaking, reading and writing. Topics include subjunctive, future, conditional and work vocabulary. Cultural studies continue with exposure to Hispanic art, music and history. Student option grading.

**Prerequisite Required:** SPAN& 122 or equivalent with instructor permission.

**When Typically Offered:** Summer, Spring

### **SPAN& 221 Spanish IV**

**Credits: 5**

Class conducted in Spanish. Major emphasis on increased vocabulary and review of grammatical structures. Development of ability to create imaginative dialogue. Weekly conversation groups. Introduction to the study of literature through poems and short stories. Student option grading.

**Prerequisite Required:** SPAN& 123 or equivalent with instructor's permission.

**When Typically Offered:** Fall

### **SPAN& 222 Spanish V**

**Credits: 5**

Class conducted in Spanish. Continues review of grammar, development of practical vocabulary and discussion of poems and short stories. Weekly conversation groups. Student option grading.

**Prerequisite Required:** SPAN& 221 or equivalent with instructor's permission.

**When Typically Offered:** Winter

### **SPAN& 223 Spanish VI**

**Credits: 5**

Class conducted in Spanish. Conversation class for advanced-intermediate students. Integration of skills developed in previous quarters. Emphasis on group work and conversational skills/techniques. Presentations in Spanish and weekly conversation groups. Student option grading.

**Prerequisite Required:** SPAN& 222 or equivalent with instructor's permission.

**When Typically Offered:** Spring

## Study Skills

### STYSK 099 College Study Skills Seminar

**Credits:** 2

Students learn techniques for studying successfully in their college courses. Techniques may include time management, reading and writing methods, note-taking, test-taking and memorization skills. Students practice these skills using materials from other classes during the quarter. Mandatory P/NC grading.

**When Typically Offered:** Fall, Winter

### STYSK 100 Academic Success Strategies

**Credits:** 5

Students learn techniques for studying successfully in their college classes. Techniques may include reading strategies, information-gathering, note-taking, writing-to-learn and improving memory. Students will practice these skills using materials from their other classes. Student option grading.

**Prerequisite Required:** Completion of ENGL 080 or equivalent with a 2.0 or better, or placement into ENGL 090, or instructor permission.

**When Typically Offered:** Summer, Fall, Winter, Spring

### STYSK 297 Individual Project In Study Skills

**Credits:** 1

**When Typically Offered:** Fall, Winter

## Visual Communications Technology

### VCT 101 Graphic Design 1

**Credits:** 5

Course introduces Graphic Design with emphasis on typography, including type origins, anatomy, attributes, categories and usage. Course includes projects with critique and analysis, a survey of graphic design history, an exploration of gestalt laws, grid systems, layout fundamentals and use of color. Student option grading.

**When Typically Offered:** Fall, Winter, Spring

### VCT 102 Graphic Design 2

**Credits:** 5

Introduces Graphic Design concepts and methods used in page layout for print and web. Explores marketing principles and strategies, ad layout models, art direction, campaign development and production issues. Student option grading.

**Prerequisite Required:** VCT 101 (2.0 minimum), or instructors permission.

**When Typically Offered:** Fall, Winter, Spring

### VCT 103 Graphic Design 3

**Credits:** 5

Course continues the study of principles and theories of design

concept development with emphasis on visual identity. Logo design is introduced as the visual distillation of the message. Other topics include figure/ground relationships, recognition, color schemes and production issues. Student option grading.

**Prerequisite Required:** VCT 101 (2.0 minimum), VCT 102 (2.0 minimum), VCT 128 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter

### VCT 112 Visual Communications Survey

**Credits:** 5

A survey of the visual design industry and production processes for print, web, video, animation, multimedia and game design. Student option grading.

**When Typically Offered:** Fall, Winter

### VCT 124 Basic Macintosh Systems Operations

**Credits:** 2

An introductory course in the fundamental operations and uses of the Macintosh computer. Students learn how to efficiently use the current operating system as related to visual communications design and production. (Call 206.546.4671 to test out of this class.) Student option grading.

**When Typically Offered:** Summer, Fall, Winter, Spring

### VCT 125 Introduction to Image Construction, Editing & Output

**Credits:** 3

Introduces current information, tools and techniques used to create digital materials for a variety of visual communications applications. Highlights digital image attributes including: resolution, color modes, editing, file formats and output. Student option grading.

**Prerequisite Required:** Students completing any AAAS degree in the VCT program are required to maintain a minimum grade of 2.0 in each VCT or ART course in order to progress to the next class.

**When Typically Offered:** Summer, Fall, Winter, Spring

### VCT 128 Adobe: Page Layout with Indesign

**Credits:** 5

Introduction to digital page layout design, concepts and skills with emphasis on typical industry documents. Projects include single and multiple-page and multiple-panel layouts such as letterhead and brochure design. Basic graphic design principles, software integration and preparation for output are addressed. Student option grading.

**Prerequisite Required:** VCT 124 (2.0 minimum) and VCT 125 (2.0 minimum), or instructor permission. (VCT 101 suggested.)

**When Typically Offered:** Fall, Spring

### VCT 134 Adobe: Illustrator (Vector Graphics)

**Credits:** 5

This course introduces digital illustration for print, web, and multimedia, using vector-based software. Students will develop problem-solving skills related to illustration techniques and software by producing industry-level projects. Student option grading.

**Prerequisite Required:** VCT 124 (2.0 minimum) and VCT 125 (2.0

minimum), or instructors permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 135 Adobe: Animation/Interactive Media**

**Credits:** 5

This course introduces practice and theory in creating 2D animation projects. Students develop skills using industry software and interactive media. Student option grading.

**Prerequisite Required:** VCT 124 (2.0 minimum), VCT 125 (2.0 minimum), VCT 136 (2.0 minimum), or instructor permission. (VCT 134 suggested)

**When Typically Offered:** Fall, Spring

### **VCT 136 Adobe: Raster Graphics with Photoshop**

**Credits:** 5

This course introduces bitmap image editing, illustration and compositing using industry standard software to create content for print, web, 2D, 3D and multimedia. Non-destructive digital imaging techniques and workflows emphasize layers, masks and adjustments. Student option grading.

**Prerequisite Required:** VCT 124 (2.0 minimum) and VCT 125 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 155 Digital Production**

**Credits:** 5

This course explores current digital output processes such as aqueous, solvent-based inkjet and toner-based printing. Topics include display graphics, banners, apparel graphics, vehicle wraps and on-demand printing. Student option grading.

**Prerequisite Required:** VCT 112 (2.0 minimum), VCT 124 (2.0 minimum), VCT 125 (2.0 minimum) and VCT 136 (2.0 minimum), or instructor permission.

**When Typically Offered:** Spring

### **VCT 156 Creative Project Management**

**Credits:** 5

Course focuses on the skills needed to efficiently manage all phases of creative design and production workflow, including scheduling, budgeting, pricing, client presentation, job tracking and invoicing. Student option grading.

**When Typically Offered:** Spring

### **VCT 170 Adobe: Interactive/Web Design**

**Credits:** 5

This course introduces web design, HTML, and CSS as well as topics such as usability, grids and web standards. Students apply standard design principles in the creation of interactive web page layouts. Student option grading.

**Prerequisite Recommended:** VCT 136.

**Prerequisite Required:** VCT 124 (2.0 minimum) and VCT 125 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 173 Introduction to UX/UI Design**

**Credits:** 4

Introduction to the concepts and applications of user experience and user interface design. Topics include user-centered design, usability, accessibility, design patterns, user research and design iteration in the production of an interactive prototype of a new or currently existing app, website or game user interface. Student option grading.

**When Typically Offered:** Spring

### **VCT 176 Introduction to 3D Modeling and Animation**

**Credits:** 5

This course introduces students to the world of 3D with entry-level software. Students will learn the basics of 3D modeling and animation without the steep learning curve that exists with some high-end 3D authoring tools. Foundational concepts and skills taught in this course are transferable to all 3D software programs. Student option grading.

**When Typically Offered:** Winter, Spring

### **VCT 190 Internship In Visual Communications**

**Credits:** 1- 5

Application of visual communication techniques and theories in an off-campus production environment. Site approval must be obtained by student. Course may be repeated. Student option grading.

**Prerequisite Required:** Completion of at least 45 credits in ART/VCT and instructor's permission.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **VCT 199 Visual Communications Study Center**

**Credits:** 1- 5

Students complete supplemental study projects for Visual Communications to support their progress in the VCT program. Previously VCT 099. Student option grading.

**Prerequisite Required:** VCT 124 or equivalent and VCT 125 or equivalent.

**Instructor permission required:** Yes.

**When Typically Offered:** Summer, Fall, Winter, Spring

### **VCT 204 Graphic Design 4: Packaging & Event Graphics**

**Credits:** 5

Explores graphic design principles used in product packaging, environmental graphics, point of purchase displays and event booth signage with an adherence to a standardized design process. Student option grading.

**Prerequisite Required:** VCT 103 (2.0 minimum), VCT 134 (2.0 minimum) and VCT 136 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter

### **VCT 205 Specialization: Design Studio/Portfolio** **5**

**Credits:** 4

Students explore portfolio development as they pursue an

individual direction, producing new design solutions and reworking existing projects. Hard copy and digital formats of finished portfolios are created. Student option grading.

**Prerequisite Required:** VCT 204 (minimum 2.0) or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 206 Specialization: Design Studio/Portfolio 6**

**Credits: 4**

Students continue exploring portfolio development as they pursue an individual direction, producing new design solutions and reworking existing projects. Hard copy and digital formats of finished portfolios are created. Student option grading.

**Prerequisite Required:** VCT 205 (minimum 2.0) or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 207 Specialization: Design Studio/Portfolio 7**

**Credits: 4**

Students continue exploring portfolio development as they pursue an individual direction, producing new design solutions and reworking existing projects. Hard copy and digital formats of finished portfolios are created. Student option grading.

**Prerequisite Required:** VCT 206 (minimum 2.0) or instructor permission.

**When Typically Offered:** Spring

## **VCT 215 Specialization: Adobe Studio/Portfolio 1**

**Credits: 4**

Students explore visual design software as they pursue an individual direction, using online training modules for Adobe software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 128 (2.0 minimum), VCT 134 (2.0 minimum), VCT 136 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 216 Specialization: Adobe Studio/Portfolio 2**

**Credits: 4**

Students continue exploration and skills development as they pursue an individual direction, using online training modules for Adobe software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 128 (2.0 minimum), VCT 134 (2.0 minimum), VCT 136 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 217 Specialization: Adobe Studio/Portfolio 3**

**Credits: 4**

Students complete their exploration and skills development in this final course in the sequence, using online training modules for Adobe software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 128 (2.0 minimum), VCT 134 (2.0 minimum), VCT 136 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 225 Specialization: Interactive Web/Studio 1**

**Credits: 1-4**

Students explore web/interactive design as they pursue an individual direction, using online training modules for HTML, CMS, CSS, Javascript and other Web/interactive authoring applications. Student option grading.

**Prerequisite Required:** VCT 134 (2.0 minimum), VCT 135 (2.0 minimum), VCT 136 (2.0 minimum), VCT 170 (2.0 minimum), VCT 176 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 226 Specialization: Interactive Web/Studio 2**

**Credits: 1-4**

Students continue exploration and skills development as they pursue an individual direction, using online training modules for HTML, CMS, CSS, Javascript and other Web/interactive authoring applications. Student option grading.

**Prerequisite Required:** VCT 134 (2.0 minimum), VCT 135 (2.0 minimum), VCT 136 (2.0 minimum), VCT 170 (2.0 minimum), VCT 176 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 227 Specialization: Interactive Web/Studio 1**

**Credits: 4**

Students complete exploration of interactive design as they pursue an individual direction, using online training modules for HTML, CMS, CSS, Javascript and other Web/interactive authoring applications. Student option grading.

**Prerequisite Required:** VCT 134 (2.0 minimum), VCT 135 (2.0 minimum), VCT 136 (2.0 minimum), VCT 170 (2.0 minimum), VCT 176 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 230 History of Visual Media**

**Credits: 5**

This course begins with the foundational history of visual media, then branches out to specific areas of study including the history of graphic design, animation, multimedia and game art. Student option grading.

**When Typically Offered:** Winter

## **VCT 235 Specialization: Autodesk/3D Studio/Game Design 1**

**Credits: 4**

Students explore and develop skills as they pursue an individual direction, using online training modules for Autodesk or other 3D software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 134 (2.0 minimum), VCT 135 (2.0 minimum), VCT 136 (2.0 minimum), VCT 176 (2.0 minimum), or

instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 236 Specialization: Autodesk/3D Studio/Game Design 2**

**Credits:** 4

Students continue exploration and skills development as they pursue an individual direction, using online training modules for Autodesk or other 3D software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 134 (2.0 minimum), VCT 135 (2.0 minimum), VCT 136 (2.0 minimum), VCT 176 (2.0 minimum) or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 237 Specialization: Autodesk/3D Studio/Game Design 3**

**Credits:** 4

Students complete their exploration and skills development in this final course in the sequence, using online training modules for Autodesk or other 3D software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 134 (2.0 minimum), VCT 135 (2.0 minimum), VCT 136 (2.0 minimum), VCT 176 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 245 Specialization: Video/Visual Effects Studio 1**

**Credits:** 4

Students explore an individual direction using online training modules for video and effects software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 267 (2.0 minimum) or VCT 268 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 246 Specialization: Video/Visual Effects Studio 2**

**Credits:** 4

Students continue exploration of an individual direction, using online training modules for video and effects software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 245 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 247 Specialization: Video/Visual Effects Studio 3**

**Credits:** 4

Students complete exploration of an individual direction, using online training modules for video and effects software to produce portfolio material. Student option grading.

**Prerequisite Required:** VCT 246 (2.0 minimum), or instructor permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 251 Introduction to Game Design Theory**

**Credits:** 5

Course explores the process and theory of game design and interactive experience design. Students learn and practice an industry-standard design process to produce hand-crafted, physical prototypes of games focusing on the conceptual development of interactive content. Student option grading.

**When Typically Offered:** Fall

### **VCT 252 Introduction to Game Art**

**Credits:** 5

Course provides the foundation for understanding the essential vocabularies, principles and concepts in game art. Students practice workflow skills for conceptual game art development. Course covers game art styles, hand-and digital-rendering skills, lighting and perspective in creating game characters, backgrounds and props. Student option grading.

**When Typically Offered:** Winter

### **VCT 253 Introduction to Game Development**

**Credits:** 5

Course focuses on the construction of interactive 3D game levels by combining 3D models, sound, animations and scripts in a game engine application. Various genres of games are analyzed, including firstperson shooter, strategy, racing and hidden object games. Student option grading.

**Prerequisite Required:** VCT 251 (minimum 2.0) and VCT 252 (minimum 2.0), or instructor permission.

**When Typically Offered:** Spring

### **VCT 267 Editing II: Avid Media Composer Lab**

**Credits:** 3

Intensive video editing lab with Avid Media Composer. Student option grading.

**Prerequisite Required:** FILM 265 or FILM 266 or instructor's permission.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 268 Editing Software Lab**

**Credits:** 3

Intensive video editing lab with Media Composer, Final Cut Pro or Premiere (depending on quarter). To be taken after completion of FILM 265 to gain experience with a second or third editing platform. Student option grading.

**Prerequisite Required:** FILM 265.

**When Typically Offered:** Fall, Winter, Spring

### **VCT 270 Web Design II with Dreamweaver**

**Credits:** 4

An intermediate course addressing concept, design and usability issues for web development. Current technologies for web applications are explored through lecture and hands-on projects that involve the exploration of human/ computer interaction through dynamic graphics elements and structure. Previously VCT 238. Student option grading.

**Prerequisite Required:** VCT 170.

**When Typically Offered:** Fall, Spring



## **VCT 274 Flash II: Interface Design**

### **Credits: 4**

This course introduces students to user-interface screen design for rich-media applications such as CD, DVD, web, kiosk and handheld devices. Students gain experience with animation technologies and software while focusing on visual communications concepts and project development. Previously VCT 174. Student option grading.

**Prerequisite Required:** VCT 124 (or equivalent) and VCT 125 (or equivalent) and VCT 134 and VCT 135, or portfolio review.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 276 3D Modeling and Animation With Maya**

### **Credits: 5**

Course covers the extensive capabilities of Maya as the art and entertainment industry standard for 3D digital content creation. Students learn modeling techniques using polygons and NURBS. Texturing, animation and rendering are also highlighted. Student option grading.

**Prerequisite Required:** VCT 134 (2.0 minimum), VCT 136 (2.0 minimum) and VCT 176 (2.0 minimum) or instructor permission with portfolio review.

**When Typically Offered:** Winter

## **VCT 277 3D Animation With Maya**

### **Credits: 4**

This course focuses on planning and producing high-quality 3D animation for use in multimedia, web, kiosk, mobile devices and video applications. Students use a variety of animation techniques to create realistic movement. Previously VCT 275. Student option grading.

**Prerequisite Required:** VCT 276 and instructor signature, or instructor permission with portfolio review.

**Instructor permission required:** Yes.

**When Typically Offered:** Fall, Winter, Spring

## **VCT 278 Compositing With After Effects**

### **Credits: 4**

Course provides theory and practice in using After Effects for post production work in compositing, animation and motion effects. Topics include composition, effects, alpha channels, color correction, tweening, motion paths, importing and exporting. Student option grading.

**Prerequisite Required:** VCT 134 and VCT 135 and VCT 136, and VCT 267 or VCT 268, or instructor approval.

**When Typically Offered:** Winter

## **VCT 291 Special Topics In VCT**

### **Credits: 1**

Classes focusing on specific issues and/or topics of interest in Visual Communications Technology.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **VCT 292 Special Topics In VCT**

### **Credits: 2**

Classes focusing on specific issues and/or topics of interest in

Visual Communications Technology.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **VCT 293 Special Topics In VCT**

### **Credits: 3**

Classes focusing on specific issues and/or topics of interest in Visual Communications Technology.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **VCT 294 Special Topics In VCT**

### **Credits: 4**

Classes focusing on specific issues and/or topics of interest in Visual Communications Technology.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **VCT 295 Special Topics In VCT**

### **Credits: 5**

Classes focusing on specific issues and/or topics of interest in Visual Communications Technology.

**When Typically Offered:** Summer, Fall, Winter, Spring

## **VCT 297 Individual Project VCT**

### **Credits: 1**

Individual project in a specific area of VCT. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Winter, Spring

## **VCT 298 Individual Project-VCT**

### **Credits: 2**

Individual project in a specific area of VCT. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Winter, Spring

## **VCT 299 Individual Project-VCT**

### **Credits: 3**

Individual project in a specific area of VCT. Student option grading.

**Instructor permission required:** Yes, based on evaluation of students' educational and work experience.

**When Typically Offered:** Summer, Fall, Winter, Spring

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