Summer 2015
Schedule of Classes

Session I June 15 - July 17
Session II July 20 - August 21

Los Angeles Southwest College
1600 West Imperial Highway
Los Angeles, CA 90047
(323) 241-5225
www.lasc.edu
LOS ANGELES COMMUNITY COLLEGE DISTRICT

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LOS ANGELES SOUTHWEST COLLEGE

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   Dr. Lernik Saakian, Mathematics
   Dr. Catherine Azubuikie, Nursing
Welcome to Los Angeles Southwest College!

In honor of its founding history, Los Angeles Southwest College empowers a diverse student population to achieve their academic and career goals, and to become critical thinkers and socially responsive leaders. Faculty, staff, and administrators welcome you and we are committed to helping you set and achieve your academic and career goals. We have a variety of instructional pathways and programs that lead to degrees and certificates as well as student support services and programs to ensure your success. Completing one of our pathway degree or certificate programs will transform your life! As we modernize our campus, with you in mind, we ask for your continued patience. I assure you the final results will be worth the wait. In the meantime, we encourage you to explore our college campus and take advantage of all we have to offer.

¡Bienvenido a Los Ángeles Southwest College!

En honor de la fundación histórica, Los Angeles Southwest College faculta a una población estudiantil diversa para alcanzar sus metas académicas y profesionales, y a ser pensadores críticos y líderes socialmente responsables. El personal, los profesores, y administradores les damos la bienvenida y nos comprometemos a ayudarles a fijar y alcanzar sus metas académicas y profesionales. Tenemos una gran variedad de carreras y programas que conducen a títulos y certificados así como servicios y programas de apoyo estudiantiles para asegurar su éxito. ¡Sus vidas cambiarán al completar uno de nuestros títulos o certificados! Les pedimos paciencia a medida que modernizamos nuestro plantel con ustedes en mente. ¡Les aseguramos que el resultado final valdrá la pena! Mientras tanto, los invitamos a explorar nuestro plantel y aprovechar todo lo que tenemos para ofrecerles.
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Applications Available Online (for new and returning students) .................................................. March 1, 2015
Session I Instruction Begins .......................................................................................................... Monday, June 15, 2015
Session II Instruction Begins ...................................................................................................... Monday, July 20, 2015

REGISTRATION
Continuing Students .................................................................................................................. April 13 – April 23, 2015
New and Returning Students ..................................................................................................... April 24 – May 1, 2015
In-person registration-All Students* ........................................................................................... June 15 -18, 2015
Deadline to Submit K-12 application ....................................................................................... Thursday, June 11, 2015
Residency Determination Date ................................................................................................. Sunday, June 14, 2015

SESSION I - DEADLINE TO:
Add a Class (Add Permit Required during this period) ............................................................. Thursday, June 18, 2015
Petition for course “Pass/No Pass” ............................................................................................ Monday, June 22, 2015
Drop with a refund or without incurring fees** ......................................................................... Wednesday, June 17, 2015
Drop a Class without receiving a “W” ....................................................................................... Wednesday, June 17, 2015
Drop a Class with a “W” grade .................................................................................................. Thursday, July 09, 2015

SESSION II - DEADLINE TO:
Add a Class (Add Permit Required during this period) ............................................................. Thursday, July 23, 2015
Petition for course “Pass/No Pass” ............................................................................................ Monday, July 27, 2015
Drop with a refund or without incurring fees** ......................................................................... Wednesday, July 22, 2015
Drop a Class without receiving a “W” ....................................................................................... Wednesday, July 22, 2015
Drop a Class with a “W” grade .................................................................................................. Thursday, August 13, 2015

IMPORTANT DATES
Independence Day (No Classes; campus closed) ........................................................................ Friday, July 3, 2015
Non-Instruction Day (No Classes; campus closed) ................................................................. Saturday, July 4, 2015
FINAL EXAM PERIOD: Final Examinations take place during the last week of class.

*Add Permit required from instructor
** Students must drop online via the Student Information System during non-office hours. Please note that deadline to drop without a “W” grade occurs prior to the Add deadline.

Office of Admissions and Records — Student Services Building Room 102
Effective June 8 – August 21, 2015, Admissions and Records will observe the following office hours:
Monday – Thursday .................................................................................................................... 10:00-2:00pm & 4:00-6:00pm
June 15-18 and July 20-23, 2015 (Add Permits Required during this period) ...................... 8:00am-6:00pm
COLLEGE MISSION & GOALS

The mission of Los Angeles Southwest College is to facilitate student success, encourage life-long learning and enrich the life of its diverse community. In order to accomplish the mission, LASC has established the following goals:

Goal 1 (Access): Expand educational opportunity and access.
Goal 2 (Success): Implement strategies for student success.
Goal 3 (Excellence): Support student learning and educational excellence.
Goal 4 (Accountability): Foster a college-wide culture of service and accountability.
Goal 5 (Collaboration & Resources): Cultivate and maintain new resources and external partnerships.
Goal 6 (Career and Technical Education): Participate in regional workforce and economic development.

INSTITUTIONAL STUDENT LEARNING OUTCOMES

1. Communication (Oral and Written)
2. Cognition (Reading Comprehension, Computational Skills, and Critical Thinking)
3. Information Competency (Information Competency and Technological Literacy)
4. Social Responsibility (Responsible Citizenship and Valuing Diversity)
5. Personal and Professional Development (Employability and Confidence Building)

ACCURACY STATEMENT

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

ACCREDITATION

Los Angeles Southwest College, a California public, tax-supported community college, is officially accredited by the Western Association of Schools and Colleges.

IMPORTANT MESSAGE FOR NEW STUDENTS

You will receive a confirmation e-mail shortly after you submitted your online application. If you do not receive the confirmation e-mail in your inbox, please check your junk, spam or bulk mail folder.

High School students: To apply as a concurrent high school student, you must complete the online college application and download the Supplemental Application for Admission of Students in Grades K-12 form. To locate the form, visit www.lasc.edu and click on the Admissions link in the left menu, and then click on the High School Students link in the sub-menu. The form must be approved by both a parent and your high school principal or designee. You must submit the approved K-12 form to Admissions and Records in person. Please bring a picture I.D. card with you. High school students are limited to 11 units per semester (nine units in the Spring Session). Once the college application has been completed, the high school student must bring a photo I.D. and the completed K-12 Supplemental Application to Admissions and Records for processing prior to the term's start date.
Workforce Development Programs

“Come to LASC and Leave with a Career”

Los Angeles Southwest College offers career and technical education in 47 areas that provide a bridge to baccalaureate-granting institutions of higher education; respond to the needs of local employers; and facilitate the college's role in regional economic development.

With its Workforce Development Programs, LASC is committed to preparing students for high-growth jobs of tomorrow. Choose from these career and technical certificate programs and permits and get set on the right track to an exciting career.

Administration of Justice
- Fingerprinting

Business Administration
- Accounting/General Business
- Banking & Finance
- Bookkeeping
- Business and Technology Skills
- Economics
- Finance
- Income Tax Preparation
- Management/Supervision
- Management
- Small Business Entrepreneurship I & II

Computer Application
- Basic Office Technology
- General Office Assistant
- Legal Office Assistant
- Microsoft Excel
- Microsoft Word
- Receptionist
- Website Designer
- Word Processor

Computer Science - Information Technology
- Certified Internet Webmaster Associate (CIWA)

Education
- Teacher Assistant

Electronics - Technology
- Computer Technician
- Electronic Technician
- Telecom and Network Technician
- Network Cabling Technician

Law/Paralegal
- Law Office Specialist I

Psychology
- Chemical Dependency Counselor
- Chemical Dependency Specialist in Criminal Justice
- Recovery Specialist

Real Estate
- Real Estate Appraisal
- Real Estate Broker
- Real Estate Escrow
- Real Estate Salesperson

At LASC you receive high-quality career training at an affordable price only available at a community college.

Call (323) 241.5533 to learn how we can make vocational programs work for you.
STUDENT SUCCESS AND SUPPORT PROGRAMS
(Formerly Assessment Center)

OFFICE HOURS
STUDENT SERVICES BUILDING ROOM 204 (SSB-204)

<table>
<thead>
<tr>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
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<td>8:10 a.m.</td>
<td>8:10 a.m.</td>
<td>8:10 a.m.</td>
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<td>8:10 a.m.</td>
</tr>
<tr>
<td>to 7 p.m.</td>
<td>to 7 p.m.</td>
<td>to 7 p.m.</td>
<td>to 7 p.m.</td>
<td>to 1 p.m.</td>
</tr>
</tbody>
</table>

IMPORTANT! Please check the campus website under the “Assessment” tab for the monthly ORIENTATION & TESTING SCHEDULES. No appointment is necessary during open testing hours.

Note the following testing procedures:
1. Please allow approximately 1 1/2 hours (one and one-half hours) to complete the full assessment. If you are not prepared to stay long enough to complete the entire assessment, please come back when you have allotted enough time. The entire assessment must be completed during one sitting.
2. Children are not allowed in the testing or waiting areas. Please make sure you have made prior arrangements for child care.
3. YOU MUST BRING A PHOTO I.D., such as a driver’s license, school photo I.D., or Department of Motor Vehicles photo I.D. to the testing session. You will not be allowed to take the test without a photo I.D.

MAJOR CODES

<table>
<thead>
<tr>
<th>CODE</th>
<th>DESCRIPTION</th>
<th>CODE</th>
<th>DESCRIPTION</th>
</tr>
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<tbody>
<tr>
<td>2105.00</td>
<td>Administration of Justice</td>
<td>9916.0</td>
<td>Library Science (Transfer)</td>
</tr>
<tr>
<td>0514.01</td>
<td>Administrative Assistant/ Office Systems</td>
<td>0506.00</td>
<td>Management/Supervision</td>
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<td>Specialist</td>
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<td>Mathematics – Computer Science</td>
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<td>1902.00</td>
<td>Physics</td>
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<td>9921.00</td>
<td>Public Affairs &amp; Services</td>
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<td>Real Estate Appraisal</td>
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<tr>
<td></td>
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<td>Real Estate Broker</td>
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<td></td>
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<td>Real Estate Escrow</td>
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<td>0953.00</td>
<td>Drafting</td>
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<td>Real Estate Salesperson</td>
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<td>Economics – Business Administration</td>
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<td>Sociology</td>
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<td>Education (Transfer)</td>
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<td>Electronics Technology</td>
<td>1506.00</td>
<td>Speech Communication</td>
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<td>9909.00</td>
<td>Engineering (Transfer)</td>
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<td>Teacher, Private Licensed Pre-School</td>
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<tr>
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<td>English</td>
<td>1304.12</td>
<td>Teacher, Private Licensed Pre-School-Bilingual-Bicultural Children</td>
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<tr>
<td>1304.00</td>
<td>Family and Consumer Studies</td>
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<td>2206.00</td>
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<td>1007.00</td>
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<td>Geology</td>
<td>0003.00</td>
<td>Undecided</td>
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<td>9912.00</td>
<td>Health (Transfer)</td>
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<td>Word Processing</td>
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<td>2205.00</td>
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<tr>
<td>0602.00</td>
<td>Journalism</td>
<td></td>
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<tr>
<td>1402.00</td>
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</tr>
<tr>
<td>4901.0</td>
<td>Liberal Studies</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Los Angeles Southwest College students can register and pay fees online through the campus website: (www.lasc.edu). After you have attended orientation, taken the assessment test, and met with a counselor, you should have a list of the courses and section numbers that you wish to add.

1. Go to www.lasc.edu
2. Click on the “Register for Classes” link on the top of the page.
3. Enter your student identification number (“88 number”) and 4-digit PIN # (mmdd). Click “Submit”.
4. Select the option to “View Your Registration Appointment”. You may register on or after your assigned registration appointment time and date. You must have an appointment to register for classes.
5. Select the Option to Register for Classes
6. Select the Summer 2015 semester
7. Enter section number that you wish to add. (If the course is closed or a stand-by list is started you will not be able to add the course. If you are able to get on the stand-by list, you are not officially enrolled, and you must go to the class to obtain an Add Permit from the instructor and turn it in to Admissions & Records for processing to be officially enrolled.)
8. Once you have added all of your classes, obtain a print out from Admissions or the Business Office for your records to confirm that you are officially enrolled. You are only enrolled in courses listed as “Active”. You are not listed in “Stand-by” courses and you do not have to drop Stand-by courses.
9. Go to the Financial Aid Office, in SSB-104, to apply for a fee waiver. If you qualify, the waiver can be used to pay for your fees for the entire academic year. Fees are due once the semester begins.

INSTRUCCIONES PARA LA INSCRIPCIÓN POR INTERNET

Los estudiantes de Los Angeles Southwest College pueden inscribirse y pagar en línea a través de la página web de LASC: (www.lasc.edu). Después de haber tomado la prueba de colocación y de reunirse con un consejero, usted debe tener una lista de los cursos y los números de sección que desea agregar.

1. Vaya a www.lasc.edu
2. Haga clic en “Register for Classes” en la parte superior de la página.
3. Ingrese su número de identificación del estudiante (“número 88”) y el número de PIN de 4 dígitos (mmdd)
4. A continuación, haga clic en “Submit”.
5. Seleccione la opción de inscribirse para las clases (Register for Classes)
6. Seleccione el semestre de Verano (Summer) 2015
7. Ingrese cada número de la sección que desea agregar. (Si el curso está cerrado o hay una lista de espera, no podrá añadir el curso. Si usted se coloca en la lista de espera (stand-by list), usted aun necesitará ir a la clase para obtener una boleta de Permiso para Agregar (Add Permit) del instructor antes de poder ser inscrito oficialmente.
8. Una vez que haya agregado todas sus clases usted debe obtener una copia impresa de la oficina de admisiones o la oficina de negocios para sus registros para confirmar su matrícula (enrollment)
9. Vaya a la oficina de ayuda financiera, SSB-104, para solicitar una forma para no pagar las cuotas de clases. Si usted califica, la forma puede ser utilizada para pagar sus cuotas de todo el año académico. Si usted no califica, usted tendrá que ir a la oficina de negocios para pagar sus cuotas de registración. Las tarifas se deben pagar una vez que comience el semestre.
## How to Add a Closed Online Class

Go to the LASC website: [http://www.lasc.edu/index.html](http://www.lasc.edu/index.html) to register for the online class. If the class and the waitlist are full, refer to column #1 below. If you are not on the waitlist and the class is closed, refer to column #2 below:

### 1. Students On Waitlist

- The instructor will contact students from the waitlist (at the beginning of the term only) if they decide to add additional students. There is no need for students on the waitlist to contact the instructor.

- Instructors will only contact those students who are approved to add. If you are not contacted by the instructor during the first week of class, that means that the class is full and no additional students will be added. There is no need to contact the instructor. **Look for alternative options for classes.**

- Due to the volume of requests received, only those students whose adds are approved will be contacted. If you are not contacted, you will not be added. There is no need to contact the instructor if your name is on the waitlist.

- Faculty will only contact you via your district assigned email address.

### 2. Students Not on Waitlist

- Do not contact the instructor to add a class **prior to the first day of the semester.**

- On the first day of class, you must email the instructor and request to add the class (see required information below). Be aware that if instructors approve adds, they will draw from the waitlist first. It is highly unlikely that you will be added if you aren't already on the waitlist. **Look for alternative options for classes.**

- Please include the section number and term in the subject line of your email. You must also include your name, ID number and the following in your body of your email (I__Name___request to be added to your class.)

- Due to the volume of requests received, only those students whose adds are approved will be contacted. If you are not contacted, you will not be added. There is no need to continue to contact the instructor once you submit a request to add a closed class.

- Faculty will only contact you via your district assigned email address.
All ONLINE classes, and online portions of HYBRID classes are conducted through Etudes, a learning management system. Students must have access to a computer and appropriate software in order to register for an online class. In an online class, you are not required to meet in person, however, ALL instruction, interaction with peers and instructors are conducted using Etudes. (Note: A hybrid class has one or more class sessions online and can have up to 50% of the content and activities held online.) Before signing up for an online class, carefully consider the following:

1. Due Dates
   - All assignments, quizzes, tests, research papers, reading materials, and any other required material will have weekly deadlines that need to be met.

2. Time Management
   a. Time management must be taken into consideration before taking an online class. Due dates are different for each class, but students should be aware that time spent online using a computer to complete assignments could take three (3) or more hours per week to successfully participate in an online course.

3. Weekly Discussions
   - You may be required to review and to respond to questions presented by your instructor.
   - You may be asked to respond to peers in the same forum.

4. Online Weekly Assignments
   - Assignments online are similar to those done in a face-to-face class.
   - Weekly homework is to be expected.

5. Online Weekly Quizzes
   a. Most online classes require students to take quizzes/tests throughout the semester. These tests are administered via Etudes and are taken online using a computer.
   b. Some quizzes/tests are timed.

6. Team Assignments
   a. Teams may be asked to work together on assignments within the class online site for the course. You, as well as the members of your team, will be responsible for working together and completing any assigned task.

7. Reading Material and Syllabus
   a. A book(s) is normally required.
   b. Additional reading material may be required, such as, posted articles, lectures, overview material, and so forth.

8. LASC Library Access for Online Students
   a. LASC Library Online Resources including e-books and scholarly journal articles are available to current LASC students 24 hours a day online.
   b. Go to: http://libguides.lasc.edu/lasc_library. Check with your instructor for current semester passwords.

Take a look at the link below that gives you access to the Etudes Orientation Training Video to see if taking an online class is right for you.
http://www.screencast.com/t/yLiCTOHsIDf

**Course Classifications and Definitions**

<table>
<thead>
<tr>
<th>Online Classes</th>
<th>Hybrid Classes</th>
<th>Web-Enhanced Classes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: An Online course is offered 100% online. STUDENTS ARE NOT REQUIRED TO MEET FACE-TO-FACE FOR OFFICE HOURS, HOMEWORK, TESTS, AND DISTRIBUTION OF RESOURCE MATERIALS OR FOR ANY OTHER COURSE COMPONENT. An online course shall utilize features of the Learning Management System, such as Course Documents, Discussion Boards, Virtual Classrooms, Groups, Assignments, External Links, Digital Drop Boxes and Grade Books, etc. All course instruction, materials, assignments, and discussions are posted and complete online. Online courses require of the student and instructor the same amount of course work and hours outside of the classroom as traditional courses; they are offered in a more flexible and independent environment.</td>
<td>Hybrid: If one or more class sessions (up to 50%) is replaced with online content and/or activities, it is considered a Hybrid course. TEACHING IS A COMBINATION OF FACE-TO-FACE MEETINGS AND ONLINE TEACHING (NOT TO EXCEED 50 PERCENT). A Hybrid course can utilize features of the Learning Management System, such as Course Documents, Discussion Boards, Virtual Classrooms, Groups, Assignments, External Links, Digital Drop Boxes and Grade Books, etc. The course can be offered during regularly scheduled class times or with Online components that replace some of the regularly scheduled class meetings. Notice of face-to-face class sessions will be given by instructors in their syllabus. Hybrid courses are noted as such in the schedule of classes.</td>
<td>Web-Enhanced: Is a regular class (FACE-TO-FACE) that utilizes web OR AN ETUDES COURSE SHELL FOR RESOURCE MATERIAL, INSTRUCTION, SYLLABUS, AND UPLOADS OF ASSIGNMENTS ONLY. Classes must meet as scheduled on campus. NO IN-CLASS TIME CAN BE SUBSTITUTED FOR TIME SPENT IN THE ETUDES COURSE SHELL FOR RESOURCES. Any required use of technology will be stated in the course syllabus.</td>
</tr>
</tbody>
</table>
Should I take an online class?

Take this personal quiz to determine if you are a good candidate to be an online student:

1. I have access to computer, not just my cell phone.
2. I have high-speed Internet. A dial-up or slow speed Internet access might be discouraging because of the time factor.
3. I have no outside obligations that would prevent me from fulfilling all of the requirements of an online course.
4. I am disciplined enough to dedicate time to reading material, submitting discussions, replying to peers, and completing all the required work for an online class.
5. I like working independently by reading on my own and understanding the material.
6. I will take the time to research using the online library.
7. I will take the time to use online tutoring services when I need help.
8. I will make an appointment with my instructor, if I need help with my studies.
9. I will review the Etudes Training Orientation video located in my course until I fully understand how to maneuver through the learning management system.
10. I have good time management so that I do not complete my homework on the deadline day.
11. I am taking 12 units or less per semester.
12. I have four (4) to nine (9) hours per week to work in an online course (1 to 3 unit classes)
13. No outside obligations will interrupt my focus to take an online class.
14. I prefer doing quality work and not “rush” work.
15. Even if I’m very busy during the week with work, children, activities, and so forth, I will always make quality time to meet the requirements for the online class.
16. I am committed to finishing what I start.

IF YOU ANSWERED “NO” TO ONE OR MORE STATEMENTS, YOU ARE NOT READY TO TAKE AN ONLINE CLASS. THINK ABOUT TAKING AN NO-GROUND CLASS FOR BETTER COLLEGE SUCCESS.

IF YOU ANSWERED “YES” TO ALL OF THE STATEMENTS, CONTINUE TO READ BELOW TO LEARN MORE ABOUT WHAT WILL BE EXPECTED OF YOU AS AN ONLINE STUDENT.
**What do I do once I am registered?**

1. View the Etudes online orientation training video at http://www.screencast.com/t/wxSd92rc2G
2. Once you have access to your online class, maneuver through it to get familiar with what you have learned from the Etudes orientation video.
3. Know how to:
   a) Upload and download documents
   b) Retrieve and send emails
   c) Find announcements
   d) Retrieve and send assignments (ATS tab)
   e) Follow course maps and modules
   f) Review the grade book
   g) Use the library resource link and retrieve information from these sources
   h) Retrieve syllabus
   i) Understand all of the links in the navigation bar.
4. Success in an Online class:
   a) Read all announcements
   b) Follow the syllabus
   c) Do all assignments
   d) Meet weekly deadlines
   e) Participate regularly
   f) Post and Reply to discussions
   g) Spend four to six hours per week doing course work
   h) Read the required textbook
   i) Send Private Messages (PM) to your instructor when you do not understand something
   j) Meet all requirements
   k) Think of quality, not just quantity

**What if an online class is closed?**

1. **DO NOT** contact the instructor.
2. Get on the waitlist, IF there is one available. The instructor will contact students from the waitlist (at the beginning of the term) IF they decide to add additional students. Not all instructors will add students.
3. On the first day of class, instructors will draw from the waitlist first, if they have a waitlist. **Meanwhile, look for alternative options for classes.**
4. Only those students whose adds are approved will be contacted. If you are not contacted, you will not be added. Do not contact the instructor.
MATRICULATION PROCESS

Matriculation is a process that assists a student in achieving his or her education goals. It is an agreement between the college and student who enrolls for credit and non-credit courses. We ask that you participate in a partnership with us to ensure your educational success.

**Student Rights and Responsibilities**

Matriculation is a process that assists a student in achieving his or her education goals. It is an agreement between the college and student who enrolls for credit and non-credit courses. We ask that you participate in a partnership with us to ensure your educational success.

**Step 1 – Apply for Admissions**
Submit a complete Application for Admission online at www.lasc.edu. Your application will be processed within 48-72 hours after it has been submitted. You will receive an email that explains your next steps. **NOTE:** You will receive a District Issued email once you have been admitted. We will notify you that you have been admitted via your personal email address; however, once you have been admitted, we will only correspond via your District Issued Email Address. Check your email regularly.

**Step 2 – Attend an Orientation**
COMPLETE THE IN-PERSON ORIENTATION. During orientation you will receive information regarding campus resources and programs. Important policies and procedures of the college will also be covered. Please bring your issued student ID number. You must obtain proof that you have completed Orientation before you can take the Math and English assessment tests. A campus tour of important student resource centers is included. Please allow approximately two hours to complete the orientation. You are required to wait at least one day between Orientation and Assessment.

**Step 3 – Go to the Assessment Center (SSB-204)**
Trained staff will help you through the matriculation process. You may be asked to take the assessment test. No children are allowed in the testing area. You must obtain proof that you have taken the assessment test before you can meet with a counselor.

**Step 4 – See a Counselor (SSB-227)**
You must see a counselor for assistance with completing your student educational plan. Counselors will help you select appropriate classes that meet your educational goal(s) and inform you about the limitations and adverse effects of withdrawals and course repeats. No appointment is necessary.

**Step 5 – Register for Classes**
You must register online at www.lasc.edu. For your convenience, detailed registration instructions are posted on page 7 in the Schedule of Classes.

**Step 6 – Apply for a Fee Waiver to Pay Your Fees**
Go to the Financial Aid Office, SSB-104, to apply for a fee waiver. If you qualify, the waiver can be used to pay for your fees for the entire academic year. If you do not qualify, you will need to go to the Business Office to pay your fees. Fees are due once the semester begins.

**Step 7 – Take your Student I.D. Picture**
Once you have registered for class(es) you are eligible to receive a free student I.D. card. You must bring your printout from the Business Office, which lists your classes along with your student I.D. number and a photo I.D. (Driver’s license or California I.D.), to SSB-204.

**Matriculation Exemptions:**
Some students might be exempt from matriculation. However, for students who have long-range educational objectives, and who have little or no previous college experience, full matriculation is strongly recommended. You may be exempt from the matriculation process if any of the following conditions apply to you:

- You already have an associate degree or higher.
- You have completed college-level English and math classes at another college.
- You have taken the assessment test at another college within one year.
- You want to take a class for personal enrichment.

If you wish to request exemption from matriculation, consult a counselor to see if you are eligible.

**FOR MORE INFORMATION, CONTACT SYED KHALED HUSSAIN, STUDENT SUCCESS AND SUPPORT PROGRAMS COORDINATOR, AT (323) 241-5361, THE OFFICE IS LOCATED IN SSB-204.**
PROCESO DE MATRICULACIÓN

Derechos y Responsabilidades Del Estudiante
El proceso de matriculación ayuda a los estudiantes a alcanzar sus metas educativas. Es un acuerdo entre el colegio y el estudiante quien se inscribe en clases con o sin crédito. Le pedimos que participe en una alianza con nosotros para asegurar su éxito educativo.

Paso 1 – Solicitar la admisión
Enviar una aplicación completa de admisión en línea en www.lasc.edu. Su aplicación será procesada dentro de 48-72 horas después de su petición. Usted recibirá un correo electrónico que explica los siguientes pasos a seguir.

Paso 2 – Asistir a una orientación
COMPLETAR LA ORIENTACION EN PERSONA. Durante la orientación, usted recibirá información sobre los recursos y los programas del colegio. Políticas y procedimientos importantes del colegio también estarán cubiertos. Por favor de traer su numero de identificación estudiantil. Usted debe obtener un comprobante de que ha completado la orientación antes de tomar la evaluación de inglés y matemáticas. Se incluye una visita al campus de importantes centros de recursos estudiantiles. Deje aproximadamente dos horas para completar la orientación. Necesita un día de espera entre la orientación y evaluación.

Paso 3 – Ir al Centro de Evaluación
El Centro de Evaluación se encuentra en SSB-204. Personal capacitado le ayudará en el proceso de registro. Se le puede pedir que tome la prueba de colocación. No se admiten niños en el área de pruebas. Usted debe obtener una prueba de que usted haya tomado la prueba de evaluación antes de que pueda reunirse con un consejero.

Paso 4 – Ver a un consejero (SSB-227)
Usted debe ver a un consejero para asistencia en completar su plan educacional de estudiante. Los consejeros le ayudarán a seleccionar las clases adecuadas para cumplir su objetivo (s) educativo (s) y le informarán sobre las limitaciones y los efectos adversos de los retiros y repeticiones de cursos.

Paso 5 – Inscíbete en las clases
Usted debe registrarse en línea en www.lasc.edu. Para su comodidad, instrucciones detalladas de inscripción están publicados en la página 7 en el horario de clases.

Paso 6 – Solicitar una exención pago (Fee Waiver) de inscripciones
Vaya a la oficina de ayuda financiera, SSB-104, para solicitar una exención de cuotas. Si usted califica, la exención puede ser utilizada para pagar sus cuotas de todo el año académico. Si usted no califica, usted tendrá que ir a la oficina de negocios para pagar sus cuotas de registración. Las tarifas se deben pagar una vez que comience el semestre.

Paso 7 – Obtener su identificación de estudiante
Una vez que se haya registrado a clase(s) usted es elegible para recibir una identificación de estudiante gratis de LASC. Usted tiene que traer su recibo que enlista el horario de sus clases y su número de estudiante del departamento de Negocio y una identificación con foto (Licencia de conducir o ID de California) a la oficina SSB-204

Las exenciones de matrícula:
Algunos estudiantes podrían estar exentos del proceso de matriculación. Sin embargo, para los estudiantes que tienen objetivos de educación a largo plazo, que tienen poco o nada de experiencia previa en la universidad, la prueba de evaluación es muy recomendable. Usted puede estar exento del proceso de evaluación si alguna de las siguientes condiciones se aplica a usted:

• Usted ya tiene una carrera de dos años o más
• Usted ha completado clases de inglés y matemáticas a nivel universitario en otro colegio.
• Usted ha tomado el examen de evaluación en otro colegio entre un año.
• Usted desea tomar una clase para el enriquecimiento personal.

Si desea solicitar la exención del proceso de matriculación, consulte a un consejero para ver si usted es elegible.

Para más información contacte a Syed Khaled Hussain, Coordinador de Programas de Apoyo y Éxito Estudiantil al (323) 241-5361, ubicado en SSB-204
**NON-RESIDENT TUITION EXEMPTION (AB540)**

AB 540 was signed into California law on October 12, 2001 to authorize students who meet certain criteria to pay "in state" or "resident's" tuition rates (only $46 per unit at Los Angeles Southwest College). This includes undocumented students. To be eligible, students must:

- Have attended a California high school for three or more years (9th grade counts)
- Have graduated from a California high school or obtained the equivalent of a high school diploma (how long ago does not matter)
- Be willing to apply for legal residency as soon as possible

To take advantage of this lower tuition rate, simply fill out the AB540 Exemption Form available in the Admissions Office and Bridges to Success. There is no maximum number of years for which you can receive this lowered tuition rate. For more information, call (323) 241-5321 or (en Español) (323) 241-5281. **NOTE:** Effective Summer 2013, AB540 students are eligible to apply for and receive non-state funded scholarships and state funded financial aid and grants (See Financial Aid for more information).

**NON-RESIDENT STUDENTS**

Starting in summer 2009, undocumented students who do NOT qualify for the AB 540 tuition exemption shall be entitled to exemption from nonresident fees on the basis of individual financial need in accordance with regulations adopted by the Chancellor (LACCD Board Rule 8100.15). If the students meet the eligibility requirements on the Nonresident Tuition Fee Waiver (available in Admissions and Records, Financial Aid and Bridges to Success), they may be eligible to receive a nonresident tuition exemption and ONLY pay the current enrollment fee of $46 per unit. Undocumented students do not qualify for state or federal financial aid.

**EXONERACION DEL PAGO DE MATRÍCULA COMO NO RESIDENTE (AB540)**

La ley AB540 fue firmada en California el 12 de octubre de 2001 para permitir que estudiantes que cumplan con ciertos requisitos sean exentos de los pagos de matrícula como no residentes y solamente paguen la cuota de inscripción actualmente de $46 por unidad en Los Angeles Southwest College. Esta ley incluye a estudiantes indocumentados. Para ser elegibles, los estudiantes deben cumplir con los siguientes requisitos:

- Haber asistido a una escuela preparatoria (high school) en California por un mínimo de tres años (el 9º grado también cuenta)
- Haberse graduado de una preparatoria en California o haber obtenido un certificado equivalente al diploma de preparatoria como el GED (no importa cuando lo obtuviera)

Para tomar ventaja de esta oportunidad y pagar solo $46 por unidad, simplemente complete la forma AB540 en la Oficina de Admisiones y el Centro Puentes al Éxito. No hay límite de años en los cuales usted puede aprovechar esta oportunidad. Para más información llame al (323) 241-5281. **Nota:** Empezando con el semestre de primavera 2013, los estudiantes AB540 son elegibles para solicitar becas no gubernamentales al igual que ayuda financiera estatal. (Vaya a la oficina de ayuda financiera para más información).

**ESTUDIANTES NO RESIDENTES**

Empezando con el verano del 2009, estudiantes indocumentados quienes no califican bajo la ley AB540, serán exentos de los pagos como no residente en base a la necesidad financiera individual de acuerdo con la regulación 8100.15 (LACCD Board Rule 8100.15) adoptada por el canciller (Chancellor) de LACCD. Si los estudiantes reúnen los requisitos estipulados en la Solicitud para la Exención de Cuotas de Matrícula como no Residente (disponible en las oficinas de: Admisiones y Expedientes, Ayuda Financiera, y Puentes al Éxito,) pueden ser elegibles para recibir la exención a cuotas para no residentes y pagar solamente la cuota actual de inscripción de $46 por unidad. Estudiantes indocumentados no califican para ayuda financiera estatal o federal.

**K-12 STUDENTS SPECIAL ADMISSION**

Los Angeles Southwest College may permit the admission of K-12 students who in the opinion of the President or designee, can benefit from instruction. Approval of the appropriate principal, high school counselor and parent (or guardian) is required for all K-12 applicants. Additional approval of the Dean of Student Services is required for all applicants ages 14 and under. The intent of this program is to provide educational enrichment opportunities for a limited number of eligible 9th through 12th grade students who fulfill special admissions standards.

The college reserves the right to exclude or limit enrollment into impacted programs and in other programs where health, safety, instructional methodology, facility constraints, or legal requirements are deemed inappropriate for special admission students. Special admission students must conform to the College’s academic rules and regulations and the code of conduct expected of all college students. Some fees may be required.

K-12 students must complete the supplemental application for high school students and the Southwest Application for Admission. The application can be processed online at www.lasc.edu (click on the Apply for Admission link), and the supplemental application can be downloaded from our college website at www.lasc.edu, click on the “Admission” link in the menu, and then click on “High School Students” in the sub-menu. Print the Supplemental application and make sure you obtain all necessary signatures and approvals. The student must bring the completed form along with a photo i.D. to the Admissions and Records Office, SSB-102, for processing prior to the start of the semester.

**FEE EXEMPTION FOR SPECIAL PART-TIME STUDENTS, GRADE K-12**

Students admitted as special part-time students grade K-12 and enrolling in 11 or fewer units are exempt from enrollment fees for all terms. Nonresident students who are enrolled in fewer than 6 units are exempt from enrollment fees. Students enrolled in more than 11 units will be charged enrollment fees.
EQUAL OPPORTUNITY

NON-DISCRIMINATION POLICY
The Los Angeles Community College District is committed to the philosophy of equal opportunity/equal access in all its employment, educational programs, and services. Thus, we are firmly committed to a policy of nondiscrimination on the basis of actual or perceived ethnic group identification, race, color, national origin, ancestry, religion, creed, sex (including gender-based sexual harassment), pregnancy, cancer-related medical condition of an employee, marital status, sexual orientation, age, physical or mental disability, or veteran status in our employment and educational programs and activities.

EQUAL OPPORTUNITY/NONDISCRIMINATION POLICY

COMPLIANCE PROCEDURE
In order to ensure Equal Opportunity/Non-Discrimination Policy compliance at Los Angeles Southwest College, please direct inquiries to Dr. Oscar Cobian, Dean of Student Services at (323) 241-5298.

SUMMARY OF SEXUAL HARASSMENT POLICY
The policy of the Los Angeles Community College District is to provide an educational, employment and business environment free of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communication constituting sexual harassment. Employees, students or other persons acting on behalf of the district who engage in sexual harassment as defined in the policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion, or termination of contract. The specific rules and procedures for reporting complaints of sexual harassment and for pursuing available remedies are incorporated in the LACCD Board Rules in Chapter 15.

The Los Angeles Community College District has a policy that provides formal and informal procedures for resolving complaints. Copies of the policy and procedures may be obtained at Los Angeles Southwest College from Dr. Oscar Cobian, Dean of Student Services at (323) 241-5298. Members of the college community — which includes students, faculty and staff — who believe they have experienced conduct that may constitute sexual harassment, have the right to seek help from the college. Every employee has the responsibility to report such conduct to the Compliance Office when it is directed toward students. Potential complainants are advised that administrative and civil law remedies including, but not limited to, injunctions, restraining orders or other orders, may be made available.

PÓLIZA DE NO DISCRIMINACIÓN

POLITICA DE IGUALDAD DE OPORTUNIDADES
El Colegio Comunitario del Distrito de Los Angeles sigue firmemente los principios de igualdad de oportunidades y acceso en todos sus empleos y programas educacionales y de servicios. Por lo tanto, el distrito se adhiere a una política no discriminatoria por razones de sexo, color, origen, etnicidad, religión, edad, limitación física, estado civil, orientación sexual o servicios prestados en las fuerzas armadas para emplear personal o acepta estudiantes en sus varios programas educacionales y actividades.

COMO FORMULAR UNA QUEJA RELACIONADA CON LA DISCRIMINACIÓN
Si cree que al solicitar plaza de empleo en Los Angeles Southwest College se discrimina en contra de usted por cualquiera de las razones antedichas, sírvase formular una queja al respecto y diríjala a: Dr. Oscar Cobian, Dean of Student Services, (323) 241-5298, quien es el representante en pro de la “Acción afirmativa.”

NUESTRA NORMA EN CONTRA DEL ACOSO SEXUAL
Es norma de LACCD el brindar el mejor ambiente educativo, laboral y de negocios. Por lo tanto el recinto docente debe de hallarse libre de todo acoso y maltrato sexual, asimismo de toda conducta física y verbal que constituya acoso sexual. Todo empleado, estudiante o persona que actúe en nombre de LACCD quien se involucre en acoso sexual, como se define en la norma, o por leyes estatales y federales, será sujeto a acciones disciplinarias, incluyendo despido, expulsión o terminación de su contrato. El capítulo quince (15) del reglamento del Consejo de LACCD pormenoriza los pasos que se han de tomar para delatar cualquier caso de acoso sexual y formular una queja, como también los pasos para remediar la fechoría. LACCD tiene normas sobre como atender y resolver formal e informalmente quejas y conflictos. Si desea un ejemplar de estos reglamentos, favor de ver al Dr. Oscar Cobian, Dean of Student Services (323) 241-5298.

Estudiantes, profesores, o empleados quienes crean que en Los Angeles Southwest College han sufrido acoso sexual tienen el derecho de solicitar ayuda del colegio. Todo empleado de LACCD tiene la responsabilidad de denunciar toda fechoría sexual que tome como víctima a cualquier estudiante. A quien formule una queja tal se le facilitará los remedios por ley, administrativos y civiles, incluyendo pero no limitados a la disposición legal de restringir el libre actuar del acusado o del malhechor (restraining order), o cualquier otro proceder útil que exista.
The Bridges to Success Center offers different programs to help you achieve your personal and professional goals:

**ESL (English as a Second Language) Programs**
- Beginning, intermediate and advanced
- Morning and evening classes available
- Credit classes are only $46 per unit or **FREE** if you qualify for a fee waiver
- Credit ESL classes count toward a college degree
- **FREE** noncredit classes also available

**Citizenship**
- Assistance with N-400 and N-600 Applications for Naturalization and I-912 USCIS Fee Waiver
- Free citizenship classes giving you an overview of the history and political system of the United States
- Individual interview practice to prepare you for the USCIS interview
- All of our services are free of charge

**Basic Computer Literacy Classes**
- Free noncredit classes specially designed for ESL students
- Beginning and advanced classes
- Learn the basics of Microsoft Office
- Learn to use the Internet and Email

**FREE Spanish GED Preparation Classes**
- Prepare to pass the GED test in Spanish
- Available on Saturday

**Distance Learning**
- A new program to learn English using DVDs and Workbooks
- Designed for students who do not have the time to attend class or just need more practice
- Levels 0-3 available

**Basic Noncredit English and Math Skills**
- **FREE** Basic English and Math classes to prepare students for placement into English 21 and Math 115

**Book Loan**
- Noncredit and some credit ESL classes
- Citizenship classes
- Computer classes
- Basic Skills English and Math

We are located in the Student Services Building, Room 205
(323) 241-5281
Puentesalexito@yahoo.com
www.lasc.edu/bts

El centro Puentes al Éxito le ofrece diferentes programas para ayudarle a realizar sus metas personales y profesionales:

**Programa de ESL (Inglés como Segundo Idioma)**
- Cursos principiantes, intermedios y avanzados
- Clases por la mañana y noche
- Solo $46 por unidad de clases con crédito o **GRATIS** si califica para ayuda financiera
- ESL con crédito cuenta para un diploma de colegio
- Clases de ESL sin crédito **GRATIS** disponibles

**Ciudadanía**
- Asistencia con formas para naturalización N-400 y N-600 y la forma I-912 exoneración de pago de USCIS
- Clases gratis en las que aprenderá sobre la historia y el sistema político de Estados Unidos
- Preparaciones individuales para prepararlo para su entrevista con inmigración
- Todos nuestros servicios son **GRATUITOS**

**Clases básicas de computación**
- Estas son clases gratis sin crédito y diseñadas para estudiantes de ESL
- Clases principiantes y avanzadas disponibles
- Aprenda lo básico de los programas Microsoft Office
- Aprenda a usar el Internet y correo electrónico

**Clases GRATIS para el GED en español**
- Prepárese para pasar el examen del GED en español
- Disponible los sábados

**Aprendizaje a distancia**
- Un nuevo programa para aprender inglés usando videos y libros de trabajo
- Diseñado para estudiantes que no tienen el tiempo para asistir a clases o que quieren más práctica
- Niveles 0-3 disponibles

**Clases básicas de inglés y matemáticas**
- Clases gratuitas de inglés y matemáticas de preparación para English 21 y Math 115

**Préstamo de libros**
- Clases de ESL sin crédito y algunas de crédito
- Clases de ciudadanía
- Clases de Computación
- Clases de inglés y matemáticas (Basic Skills)

Estamos localizados en el Student Services Building, oficina 205
(323) 241-5281
Puentesalexito@yahoo.com
www.lasc.edu/bts
Financial Aid Office

First week: 8 a.m. to 6 p.m.
Monday – Tuesday: 8 a.m.-Noon
Wednesday – Thursday: Noon -4 p.m.
Friday: Closed
323-241-5338

Go to College, We’ll Pay For It.
Traditional-Age Students, Older students, and Full and Part-time students are eligible to apply for financial aid including:

**GRANTS** are monies you don’t have to pay back for tuition, enrollment fees, books, and expenses. Federal: Pell Grants up to $5,550 per academic year. State: Board of Governors Fee Waiver (BOGFW) covers $46/per unit enrollment fee. Cal Grants: up to $1,551 and Chafee Grants up to $5,000 per academic year for eligible foster youth.

**SCHOLARSHIPS** are gift-aid awarded on the basis of merit, academic excellence, financial need, or other criteria such as major, leadership, or gender. Visit the Financial Aid Office (SSB-104) for scholarship information.

**FEDERAL WORK-STUDY** is a self-help aid. Federal Work-Study enables students to earn a portion of their financial aid award through part-time employment on or off-campus.

**LOANS (AID THAT YOU MUST PAY BACK)**
There are loan programs available to students to assist with tuition, books and living expenses.

**VISIT LASC FINANCIAL AID OFFICE FOR INFORMATION ON THESE PROGRAMS**
Student Services Programs including EOPS and CalWORKs also provide book grants, child care, and more. Please visit student service offices for information on individual programs and services.
YOU’VE GOT MAIL!

(PLEASE CHECK YOUR DISTRICT ISSUED EMAIL ACCOUNT REGULARLY)

When you were admitted to Los Angeles Southwest College, you were automatically issued a District email address. You may notice that whenever you log into the Student Information System, you are informed of your new student email address. Once you log into the system you can also read and send messages from your student email account.

Please note the following information:

✓ Your district issued student email account is our official means of communication with you. We will regularly send you information about important dates and deadlines, graduation, newly opened course sections, drop and add deadline dates, and events on campus.

✓ Your instructors may also attempt to contact you via your district assigned email account.

✓ If you wish to contact an instructor of an online class, you must do so using your district assigned email account.

✓ Online instructors will not consider your request to add classes unless it is from your district assigned email account. Once an online course is closed, you must email the online instructor to find out if they are willing to add additional students. Include your name and student ID number in your request. Do not use your personal email account for this purpose.

✓ You may forward your district issued email account to your personal email address, or, you may forward your personal email account to your district email account.

✓ You are responsible for the information that is sent to your district issued email account.

✓ You may check your district issued email account using any of the computers on campus.

✓ You now have at your avail, Cloud services, instant messaging, ability to share your calendar, ability to save your documents to your Cloud account for ease of access. You can retrieve documents anywhere you have computer access.

✓ If you are in need of assistance using your district issued email account, contact the Office of Admissions and Records.

✓ Your district issued email account is property of the Los Angeles Community College District and you must back up any documents or messages to your own personal storage after you leave the district.
IMPORTANT REGULATIONS

Please note: The Census date is a date in which all enrollment at LASC is counted and reported to our District Office in order to determine our campus funding (apportionment). The Summer 2015 Session I (June 15 – July 17) Census date is June 18. The Session II (July 20 August 21) Census Date is July 23.

1. All courses must be added by the census date.

2. All courses must be dropped before the census date to avoid receiving a “W” grade (receipt of “W” grades in the same course will have further consequences). The period of time to drop a course without record of enrollment has been reduced. The deadline to drop without receiving a “W” grade now occurs before the census date. Drops that occur on or after the census date will result in a “W” grade.
   • This should encourage you to make a decision to drop a class earlier
   • This will provide faculty with the ability to make add decisions sooner (which may allow more students to be added).
   • Adding courses by census increases the number of students counted in apportionment.

4. Students receiving a satisfactory grade may repeat the same course due to extenuating circumstances.
   a. Due to legally mandated training – if necessary to meet legally mandated training requirements as a condition of paid or volunteer employment.
   b. Course is a special course for students with disabilities, which the student needs to repeat for one of the reasons described in section 56029 of the California Code.
   c. Recency - student is required to have taken the course within the past five years for admission to a college program.
   d. Extenuating circumstances – documentation is provided to show that previous grade was, at least in part, the result of extenuating circumstances.

5. The Board of Governors adopted regulations that limit apportionment for enrollment in a single course to three enrollments for any credit courses, taken within the Los Angeles Community College District except for courses identified as “repeatable”, such as Kinesiology and performing arts, in accordance with Title 5, section 55041, subdivision (c).

6. The Board of Governors approved changes that will establish system-wide enrollment priorities designed to ensure classes are available for students seeking job training, degree attainment or transfer and to reward students who make progress toward their educational goals. Beginning in fall 2014, new students who have completed college orientation, assessment and developed education plans as well as continuing students in good academic standing who have not exceeded 100 units will have priority over students who do not meet these criteria.

**Enrollment occurs when you receive an evaluative (letter grade) or nonevaluative (“W”) symbol, pursuant to Section 55023. You will not be able to add courses in which you have three prior attempts with record of enrollments (“W”, NP, NC, D, or F grades).

All credit course repeats and withdrawals in your enrollment history in the LACCD will be counted toward the new limit, regardless of when you took the course. If you need to repeat a course in which you have three or more records of enrollment:
• You may take the course outside of the Los Angeles Community College District.
• You may petition to retake the course within the district (subject to certain conditions) with extenuating circumstances – this fourth repeat will not count in apportionment.

WHAT SHOULD YOU DO?
• Be sure that you are academically prepared for classes that you enroll in (See a Counselor).
• If you must drop a course, drop it before the specified deadline for dropping a class without a grade of “W”.
• See a counselor before making decisions that could affect your education plan.
• See financial aid before making decisions that may affect your financial aid.
• Register for classes on your assigned registration appointment time.
• Read your email from the campus – it is sent to your District Assigned Email Address ONLY!
• New students should be sure to complete the matriculation process in order to obtain higher registration priority.
HOW TO READ THE SCHEDULE OF CLASSES

Sample Course Listing

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>TRANSFERABILITY</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCOUNTING 22 - BOOKKEEPING AND ACCOUNTING II (UC:CSU) - 3 UNITS</td>
<td></td>
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</tr>
<tr>
<td>Prerequisite: Accounting 21 or equivalent. Note: Together with Accounting 21 equals Accounting 1</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equaling Classes: 8000 8:00-9:20 TTh STAFF SSEC217</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>8004 9:00-2:05 TTh STAFF SSEC218</td>
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<tr>
<td>Evening Classes: 5000 6:30-9:05 MW STAFF SSEC223A</td>
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</tr>
<tr>
<td>5002 7:00-9:25 TTh STAFF SSEC323</td>
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<tr>
<td>8006 9:30-10:30 MTWTh STAFF SSEC323</td>
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<tr>
<td>(Starts 10/27/2014, Ends 12/21/2014)</td>
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</tbody>
</table>

Key To Transfer Credit Codes

UC This course is acceptable for credit at all University of California campuses

CSU This course is acceptable for credit at all California State University campuses

NDA Non-Degree Applicable. Some courses which are offered for college credit but which cannot be applied toward graduation requirements for the Associate Degree are designated by the code NDA.

RPT Number of times a course may be repeated or credit.

Time/Day codes

Daily Meets Monday through Friday
M Monday
T Tuesday
W Wednesday
Th Thursday
F Friday
S Saturday
TBA Day and Hours to be arranged. See instructor

Prerequisite: A condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or education program. You must complete prerequisites before enrolling in a class.

Co-requisite: A condition of enrollment consisting of a course that a student is required to take simultaneously in order to enroll in another course.

BUILDING ABBREVIATIONS

AV Academic Village (Temporary)
CDC Child Development Center
COX Cox Building
LFWC Lakin Fitness and Wellness Center
SSB Student Services Building
SSEC Student Services Education Center
SSEC School of Career and Technical Education
TEC Technology Education Building
## COURSE SELECTION/FEES WORKSHEET

- Select your classes from the schedule and fill in the worksheet with first and alternate choices.
- **WARNING!** It is the student’s responsibility to meet the pre-requisites for all classes. Students who fail to do so may be dropped from the class.
- Enter the 4-digit Section Number of each class you want. You will be given a confirmation page indicating that you have been successfully added or dropped from the class(es) of your choice.
- If your first choice for any class is not available, enter your alternate choice.
- Repeat until you have entered all your classes.
- Verify Enrollment: It is your responsibility to verify you have correctly entered your course selection.
- Calculate your fees below.

<table>
<thead>
<tr>
<th>Section Number</th>
<th>Course Name</th>
<th>Time</th>
<th>Day(s)</th>
<th>Units</th>
</tr>
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<tbody>
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<thead>
<tr>
<th>Alternate Choices</th>
<th>Course Name</th>
<th>Time</th>
<th>Day(s)</th>
<th>Units</th>
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</tbody>
</table>

**Total Units**

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### Enrollment Fees

#### Summer 2015

**ENROLLMENT FEES:**
Fees are set by the State Legislature and may change.

**REQUIRED FEES:**
- $46 per unit
- Health Fee ($8 for Summer)

**NON-RESIDENT TUITION (Out of State and International Students)**
- Out of State Tuition $215 per unit
- Students from other states pay non-resident tuition of $215 per unit plus a $46 per-unit enrollment fee
- International Student Tuition $215 per unit
- Students from other countries pay tuition of $215 per unit plus a $46 per-unit enrollment fee. (The Non-Resident Tuition for International Students includes a Capital Outlay fee of $22 per semester unit.)

**AUDIT FEES**
- $15 per

**OPTIONAL DUES:**
- Associated Student Organization (ASO) membership ($3.00 for Summer)
- Preferred parking permit (includes ASO membership) ($10.00 for Summer)
- Non-preferred parking permit ($7.00 for Summer)

**TOTAL =**

**NOTE:**
YOU ARE RESPONSIBLE FOR FEES EVEN IF YOU DO NOT ATTEND CLASS

IT IS THE STUDENT’S RESPONSIBILITY TO DROP CLASSES BY THE PUBLISHED DEADLINES. CHECK THE SEMESTER CALENDAR FOR DROP AND REFUND DEADLINES. ALL DEADLINES MUST BE ADHERED TO.
Session I
June 15, 2015 to July 17, 2015

ART
ART 102 - SURVEY OF ART HISTORY II (UC:CSU) - 3 UNITS
Prerequisite: None. Recommended: English 28
0110  10:30 hrs/wk  TBA  LL EVANS  ONLINE
This section is an online course. Instructor's e-mail: evansll@lasc.edu. Orientation information will be posted on the website.

ART 104 - ART APPRECIATION II (UC:CSU) - 3 UNITS
Prerequisite: None
0111  10:35- 1:00  MTWTh  SR VASQUEZ  COX536

BASIC SKILLS
English Literacy & Civics Coordinator:  Ms. Marian Ruane
(323) 241-5281, ruaneml@lasc.edu

BASIC SKILLS 2CE - BASIC ENGLISH SKILLS (NDA) - 0 UNITS  Rpt 9
Prerequisite: None
8700   8:00-10:25  MTWTh  STAFF  SSEC125B

BASIC SKILLS 28CE - BASIC SKILLS PRE-ALGEBRA (NDA) - 0 UNITS  Rpt 3
Prerequisite: None
8701   8:00-10:25  MTWTh  STAFF  SSEC125A

BIOLOGY
Department Chair: Dr. Todd Roberts
(323) 241-5215, RobertTJ@lasc.edu

BIOLOGY 3 - INTRODUCTION TO BIOLOGY (UC:CSU) - 4 UNITS
Prerequisite: None
Lecture: 3 hours; Lab: 3 hours
1520 lec  8:00-11:20  MTWTh  EN SYED  AV109
& lab  10:35- 1:00  MTWTh  EN SYED  AV123

BUSINESS
Department Chair: Professor James Hicks
(323) 241-5387, hicksje@lasc.edu

BUSINESS 1 - INTRODUCTION TO BUSINESS (UC:CSU) - 3 UNITS
Prerequisite: None
0700  10:30 hrs/wk  TBA  AP MOORE  ONLINE
This section is an online course. Instructor's email: mooreap@lasc.edu. Orientation information will be posted on the website.

Evening Classes
3750  6:30- 8:55  MTWTh  N TOURE  SOCTE203
This section is a Hybrid course.

CHEMISTRY
Department Chair: Dr. Todd Roberts
(323) 241-5215, RobertTJ@lasc.edu

CHEMISTRY 51 - FUNDAMENTALS OF CHEMISTRY I (UC:CSU) - 5 UNITS
Corequisite: Math 115 or previous enrollment
Lecture: 4 hours; Lab: 3 hours
1530 lec  8:00-11:20  MTWTh  PR TOURE  AV115
& lab  11:30- 1:55  MTWTh  PR TOURE  AV126

CHILD DEVELOPMENT
Department Chair: Ms. LaShawn Brinson
(323) 241-5023, brinsoll@lasc.edu

CHILD DEVELOPMENT 1 - CHILD GROWTH AND DEVELOPMENT (UC:CSU) - 3 UNITS
Prerequisite: English 21 and verification of annual Tuberculosis Test. Note: All students must bring a copy of their transcript on the first day of class showing proof of completion of English 21 or higher.
0420  10:35- 1:00  MTWTh  STAFF  CDC217
0421  10:35 hrs/wk  TBA  LL BRINSON  ONLINE
This section is an online course. Instructor’s email: brinsoll@lasc.edu. Orientation information will be posted on the website.

CHILD DEVELOPMENT 2 - EARLY CHILDHOOD: PRINCIPLES AND PRACTICES (CSU) - 3 UNITS
Prerequisite: Verification of annual Tuberculosis Test Co-requisite: Child Development 1 (or previous enrollment) and English 28 Note: All students must bring a copy of their transcript or registration printout on the first day of class showing proof of co-enrollment and/or completion of Child Development 1 and English 28.
0422  8:00-10:25  MTWTh  STAFF  CDC214

COMMUNICATION STUDIES

COMMUNICATION STUDIES 101-PUBLIC SPEAKING (UC:CSU)- 3 UNITS
Prerequisite: None
Recommended: English 28
0520  10:35- 1:00  MTWTh  VM GREENE  COX315

Evening Classes
3040  6:30- 8:55  MTWTh  VM GREENE  COX536

COMPUTER SCIENCE-INFORMATION TECHNOLOGY
Department Chair: Professor James Hicks
(323) 241-5387, hicksje@lasc.edu

COMPUTER SCIENCE-INFORMATION TECHNOLOGY 601 - INTRODUCTION TO COMPUTERS AND THEIR USES (UC:CSU)-3 UNITS
Prerequisite: None
0660 lec  8:00- 9:30  MTWTh  JE HICKS  SOCTE204
& lab  9:30-11:00  MTWTh  JE HICKS  SOCTE204
This section is a Hybrid course.

0661 lec  7:05 hrs/wk  TBA  M HAGHOO  ONLINE
& lab  7:05 hrs/wk  TBA  M HAGHOO  ONLINE
This section is an Online Class. Instructor’s email: haghoom@lasc.edu. Orientation information will be posted on the website.

0662  7:05 hrs/wk  TBA  NR EL-KHOURY  ONLINE
&  7:05 hrs/wk  TBA  NR EL-KHOURY  ONLINE
This section is an Online Class. Instructor’s email: elkhourm@lasc.edu Orientation information will be posted on the website.
ECONOMICS
Department Chair: Professor James Hicks
(323) 241-5387, hicksje@lasc.edu

ECONOMICS 1 - PRINCIPLES OF ECONOMICS I (UC:CSU) - 3 UNITS
Prerequisite: None
Recommended: Take this class after taking Economics 2
0710 10:30 hrs/wk TBA KJ ANDRASSY ONLINE
This section is an Online Class. Instructor’s e-mail: andraskj@lasc.edu. Orientation information will be posted on the website.

ENGINEERING GRAPHICS & DESIGN
Department Chair: Professor James Hicks
(323) 241-5387, hicksje@lasc.edu

ENGINEERING GRAPHICS & DESIGN 111 - 2-D COMPUTER-AIDED DRAFTING WITH AUTOCAD (UC:CSU) - 3 UNITS
9500 lec 1:00-2:30 MTWTh C HERWERTH TEC130 & lab 2:30-4:00 MTWTh C HERWERTH TEC130

ENGLISH
Department Chair: Mr. Darren Cifarelli
(323) 241-5250, cifaredl@lasc.edu

The English department offers a sequence of classes designed to coincide with student reading and writing abilities on entering college.
ENGLISH 20A (Write short essays of 100 to 150 words).
ENGLISH 21 (Write short essays of 150 to 300 words).
ENGLISH 28 (Write longer essays of 300 to 500 words).
ENGLISH 101 (Write essays of 500 to 1,000 words).
ENGLISH PLACEMENT TEST The English Placement Test is required of all new students who wish to enroll in their first English composition class. The appropriate class level is recommended by the test scores. Please check your scores in SSB204. Hours of operation are from 9:00 a.m. to 4:30 p.m., Monday through Thursday.
English 21 and English 28 Lab requirement: Please note that each section of English 21 and English 28 requires 75 minutes of coursework per week to be completed in the English Writing Center (SSEC116) during the hours that it is open. Attendance at both lecture and lab is mandatory.

ENGLISH 20A - COLLEGE READING SKILLS (NDA) - 3 UNITS
Prerequisite: None
Co-requisites: Reading 22
0920 10:35 - 1:00 MTWTh STAFF SSEC223A
ENGLISH 21 - ENGLISH FUNDAMENTALS (NDA) - 3 UNITS
Prerequisite: Basic Skills 2CE or ESL 6A and 6B, or English 20A and Reading 22 or appropriate placement recommendation based on assessment results and other multiple measures.
0921 lec 10:35 - 1:00 MTWTh STAFF SSEC301B & lab 1:00-1:45 MTWTh STAFF SSEC116
ENGLISH 28 - INTERMEDIATE READING AND COMPOSITION - 3 UNITS
Prerequisite: English 2
0922 lec 8:00-10:25 MTWTh JL BOHN SSEC315 & lab 10:25-11:10 MTWTh STAFF SSEC116
ENGLISH 101 - COLLEGE READING AND COMPOSITION I (UC:CSU) - 3 UNITS
Prerequisite: English 28 or English 145
0923 10:35 - 1:00 MTWTh JL BOHN SSEC315
ENGLISH 103 - COMPOSITION AND CRITICAL THINKING (UC:CSU) - 3 UNITS
Prerequisite: English 101
0924 10:35 - 1:00 MTWTh SA MASSELLI SSEC125A
0925 10:30 hrs TBA SA MASSELLI ONLINE
This section is an online course. Instructor’s e-mail: masellisharon@yahoo.com. Orientation information will be posted on the website.

ENGLISH AS A SECOND LANGUAGE AND CIVICS
English Literacy & Civics Coordinator: Ms. Marian Ruane
(323) 241-5281, ruaneml@lasc.edu

ENGLISH AS A SECOND LANGUAGE AND CIVICS 10CE - ESL AND CIVICS 1 (NDA) - 0 UNITS Rpt 9
Prerequisite: None
8720 3:20 hrs/wk TBA ML RUANE SSB205
ENGLISH AS A SECOND LANGUAGE AND CIVICS 12CE - ESL AND CIVICS 3 (NDA) - 0 UNITS Rpt 9
Prerequisite: None
5720 6:00-7:30 MW ML RUANE SSEC223A
ENGLISH AS A SECOND LANGUAGE AND CIVICS 13CE - ESL AND CIVICS 4 (NDA) - 0 UNITS Rpt 9
Prerequisite: None
8724 8:30-10:55 MTWTh STAFF SSEC201A
Evening Classes
5721 6:30-8:55 MTWTh STAFF SSEC125A
5722 6:30-8:55 MTWTh STAFF SSEC102

GEOGRAPHY
Department Chair: Dr. Todd Roberts
(323) 241-5215, RobertTJ@lasc.edu

GEOGRAPHY 1 - PHYSICAL GEOGRAPHY (UC:CSU) - 3 UNITS
Prerequisite: None
0410 8:00-10:25 MTWTh SM KEMBLE AV105

HEALTH
Department Chair: Dr. Todd Roberts
(323) 241-5215, RobertTJ@lasc.edu

HEALTH 11 - PRINCIPLES OF HEALTHFUL LIVING (UC:CSU) - 3 UNITS
Prerequisite: None
1560 8:00-10:25 MTWTh SK COLLINS HEADS LFWC120
Evening Classes
4550 6:00-8:25 MTWTh HL TATUM LFWC120

HISTORY
Department Chair: Dr. Tamura Howard
(323) 241-5312, howardtd@lasc.edu

HISTORY 11 - POLITICAL AND SOCIAL HISTORY OF THE UNITED STATES I (UC:CSU) - 3 UNITS
Prerequisite: None
0480 10:35-1:00 MTWTh WA POWELL SSEC201A
HISTORY 52 - THE ROLE OF WOMEN IN THE HISTORY OF THE U.S. (UC:CSU) - 3 UNITS
Prerequisite: None
0481 8:00-10:25 MTWTh WA POWELL SSEC201A
### KINESIOLOGY

**Department Chair:** Dr. Todd Roberts  
(323) 241-5215, RobertTJ@lasc.edu

**KINESIOLOGY 217 - SELF-DEFENSE SKILLS (UC:CSU) - 1 UNIT**

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00-8:25</td>
<td>MTWTh</td>
<td>A BRUMFIELD LFWC212</td>
</tr>
<tr>
<td>8:25-9:35</td>
<td>MTWTh</td>
<td>A BRUMFIELD LFWC212</td>
</tr>
</tbody>
</table>

**KINESIOLOGY 301-1 - SWIMMING -1 (CSU) - 1 UNIT**

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>11:00-11:25</td>
<td>MTWTh</td>
<td>SK COLLINS HEADS LFWCPOOL</td>
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<tr>
<td>11:25-1:30</td>
<td>MTWTh</td>
<td>SK COLLINS HEADS LFWCPOOL</td>
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</tbody>
</table>

### KINESIOLOGY ATHLETICS

**Department Chair:** Dr. Todd Roberts  
(323) 241-5215, RobertTJ@lasc.edu

**KINESIOLOGY ATHLETICS 552 - INTERCOLLEGIATE SPORTS-CONDITIONING & SKILLS TRAINING (UC:CSU) - 1 UNITS Rpt 3**

<table>
<thead>
<tr>
<th>Time</th>
<th>Schedule</th>
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</thead>
<tbody>
<tr>
<td>2:00-4:25</td>
<td>MTWTh H WASHINGTON LFWCGYM</td>
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</tbody>
</table>

### MANAGEMENT

**Department Chair:** Professor James Hicks  
(323) 241-5387, hicksje@lasc.edu

**MANAGEMENT 2 - ORGANIZATION AND MANAGEMENT THEORY (CSU) - 3 UNITS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 hrs/wk</td>
<td>TBA JP VENDERPOOL ONLINE</td>
</tr>
</tbody>
</table>

### MATHEMATICS

**Department Chair:** Dr. Lernik Saakian  
(323) 241-5366, saakianL@lasc.edu

**MATHEMATICS 110 - INTRODUCTION TO ALGEBRAIC CONCEPTS (NDA) - 5 UNITS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Schedule</th>
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<tbody>
<tr>
<td>8:00-12:15</td>
<td>MTWTh ZW DAMMENA SSEC217</td>
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<tr>
<td>9:30-1:45</td>
<td>MTWTh GT TADELE SSEC218</td>
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**MATHEMATICS 115 - ELEMENTARY ALGEBRA - 5 UNITS**

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<tr>
<th>Time</th>
<th>Schedule</th>
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<tbody>
<tr>
<td>9:30-1:45</td>
<td>MTWTh E HECTOR SSEC201B</td>
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**MATHEMATICS 125 - INTERMEDIATE ALGEBRA - 5 UNITS**

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<th>Time</th>
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<tr>
<td>8:00-12:15</td>
<td>MTWTh L SAAKIAN SSEC209</td>
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### MUSIC

**MUSIC 101 - FUNDAMENTALS OF MUSIC (UC:CSU) - 3 UNITS**

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<td>10:35-1:00</td>
<td>MTWTh N WHEELER COX533</td>
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### PERSONAL DEVELOPMENT

**Department Chair:** Mr. Reginald Morris  
(323) 241-5427, morrisR@lasc.edu

**PERSONAL DEVELOPMENT 17 - COLLEGE SURVIVAL SKILLS DEVELOPMENT (CSU) - 1 UNITS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Schedule</th>
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<tbody>
<tr>
<td>8:30-10:25</td>
<td>MTWTh ML LEWIS SSEC301B</td>
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</tbody>
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### POLITICAL SCIENCE

**Department Chair:** Dr. Tamura Howard  
(323) 241-5312, howardtd@lasc.edu

**POLITICAL SCIENCE 1 - THE GOVERNMENT OF THE UNITED STATES (UC:CSU) - 3 UNITS**

<table>
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<tr>
<th>Time</th>
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<tbody>
<tr>
<td>10:35-1:00</td>
<td>MTWTh LE APENAHIER SSEC301A</td>
</tr>
</tbody>
</table>

### PSYCHOLOGY

**Department Chair:** Dr. Tamura Howard  
(323) 241-5312, howardtd@lasc.edu

**PSYCHOLOGY 1 - GENERAL PSYCHOLOGY I (UC:CSU) - 3 UNITS**

<table>
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<tr>
<th>Time</th>
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<tbody>
<tr>
<td>8:00-10:25</td>
<td>MTWTh LE APENAHIER SSEC301A</td>
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**PSYCHOLOGY 41 - LIFE-SPAN PSYCHOLOGY: FROM INFANCY TO OLD AGE (UC:CSU) - 3 UNITS**

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<th>Time</th>
<th>Schedule</th>
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</thead>
<tbody>
<tr>
<td>8:30-10:00</td>
<td>MTWTh S LEE ONLINE</td>
</tr>
</tbody>
</table>

### READING

**Department Chair:** Mr. Darren Cifarelli  
(323) 241-5250, cifaredl@lasc.edu

**READING 22 - EFFECTIVE COLLEGE READING (NDA) - 3 UNITS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00-10:25</td>
<td>MTWTh SD BURRUS SSEC318</td>
</tr>
</tbody>
</table>
MATH SEQUENCE
OVERVIEW OF MATH COURSES OFFERED

Basic Skills 35CE (0 Units) – Basic Math Skills (Formerly Math 105)
This noncredit course is designed to strengthen basic Math skills. Topics include rounding, estimating, computing whole numbers, fractions, decimals and presents.

Basic Skills 28CE (0 Units) – Basic Skills Pre-Algebra (Formerly Math 112)
This noncredit course bridges the gap between arithmetic and algebra. It reviews arithmetic and introduces concepts of algebra including signed numbers, variables, exponents, mathematical sentences and linear equations. Concepts, computational skills and problem-solving skills are introduced and practiced to build mastery and proficiency.

Math 115 (5 Units) – Elementary Algebra
This is the equivalent of 1st year high school algebra, done in one semester required for an A.A. degree (may be taken by exam).

Math 125 (5 Units) – Intermediate Algebra
The equivalent of 2nd year high school algebra, done in one semester. To earn a bachelor's degree at a CSU, students must either pass a CSU math test beyond the Math 125 level or take a math course beyond Math 125.

Math 122 (5 Units) – Intermediate Algebra for Statistics (General Education)
Math 122 is designed as the prerequisite course for students (Liberal and Social Science majors) who are required to complete Math 227 (Statistics) for transfer.

Math 215 (3 Units)*
Principles of Mathematics

Math 216 (3 Units)*
Principles of Mathematics II

Math 230 (3 Units)*
Math and Liberal Arts Students

Math 235 (3 Units)*
Finite Mathematics

Math 236 (5 Units)*
Calculus for Business and Social Science

Math 240 (3 Units)*
Trigonometry

Math 245 (3 Units)*
College Algebra

Math 216 (3 Units)*
Principles of Mathematics II

Math 260 (5 Units)*
Pre-Calculus (Prerequisite Math 240)

Math 265 (5 Units)
Pre-Calculus with Analytic Geometry I
Prerequisite Math 240 & 245 or Math 260

Math 266 (5 Units)
Pre-Calculus with Analytic Geometry II
Prerequisite Math 265

Math 267 (5 Units)
Pre-Calculus with Analytic Geometry III
Prerequisite Math 266

Math 270 (3 Units)
Linear Algebra Prerequisite Math 266

Math 275 (3 Units)
Ordinary Differential Equations Prerequisite Math 266

*NOTE: MATH 125 IS THE PREREQUISITE FOR MATH 215, 227,230,235,236,240, and 245
SOCIOLOGY
Department Chair: Dr. Tamura Howard
(323) 241-5312, howardtd@lasc.edu

SOCIOLOGY 1 - INTRODUCTION TO SOCIOLOGY (UC:CSU) - 3 UNITS
Prerequisite: None
0540  10:30 hrs/wk TBA KM WRIGHT ONLINE
This section is an online course. Instructor's email: wrightkm@lasc.edu. Orientation information will be posted on the website.

SPANISH
Department Chair: Mr. Darren Cifarelli
(323) 241-5250, cifaredl@lasc.edu

SPANISH 1 - ELEMENTARY SPANISH I (UC:CSU) - 5 UNITS
Prerequisite: None
0960   8:00-12:15 MTWTh AC PERSAUD SSEC323

SUPervision
Department Chair: Professor James Hicks
(323) 241-5387, hicksje@lasc.edu

SUPervision 1 - ELEMENTS OF SUPervision (CU:CSU) - 3 UNITS
Prerequisite: None
0755   10:30 hrs/wk TBA M BRUMFIELD ONLINE
This section is an Online Class. Orientation information will be posted on the website.

THEATER

THEATER 110 - HISTORY OF THE WORLD THEATER (UC:CSU) - 3 UNITS
Prerequisite: None
Evening Classes
3270   6:30- 8:55 MTWTh KA HARRINGTON COX530
### Session II
#### July 20, 2015 to August 21, 2015

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### ADMINISTRATION OF JUSTICE

**Department Chair:** Dr. Tamura Howard  
(323) 241-5312, howardtd@lasc.edu

#### ADMINISTRATION OF JUSTICE 1 - INTRODUCTION TO ADMINISTRATION OF JUSTICE (UC:CSU) - 3 UNITS
- **Prerequisite:** None
- **0610** 8:00-10:25 MTWTh STAFF SSEC318
- **0611** 10:30 hrs/wk TBA RF SAAFIR ONLINE

**This section is an online course. Instructor's e-mail: saafirrf@lasc.edu. Orientation information will be posted on the website.**

#### ADMINISTRATION OF JUSTICE 75 - INTRODUCTION TO CORRECTIONS (CSU) - 3 UNITS
- **Prerequisite:** None
- **Recommended:** Administration of Justice 1
- **0612** 10:35-1:00 MTWTh STAFF SSEC318

### ANATOMY

**Department Chair:** Dr. Todd Roberts  
(323) 241-5215, RobertTJ@lasc.edu

#### ANATOMY 1 - INTRODUCTION TO HUMAN ANATOMY (UC:CSU) - 4 UNITS
- **Prerequisite:** None
- **Lecture:** 3 hours; **Lab:** 3 hours
- **1510 lec** 8:00-10:25 MTWTh STAFF AV103  
**& lab** 10:35-1:00 MTWTh STAFF AV122

### ANTHROPOLOGY

**Department Chair:** Dr. Tamura Howard  
(323) 241-5312, howardtd@lasc.edu

#### ANTHROPOLOGY 101 - HUMAN BIOLOGICAL EVOLUTION (UC:CSU) - 3 UNITS
- **Prerequisite:** None
- **0400** 10:35-1:00 MTWTh STAFF SSEC315  
**0401** 10:30 hrs/wk TBA STAFF ONLINE

**This section is an online course. Instructor's e-mail: bartelde@lasc.edu. Orientation information will be posted on the website.**

#### ANTHROPOLOGY 102 - HUMAN WAYS OF LIFE: CULTURAL  
ANTHROPOLOGY (UC:CSU) - 3 UNITS
- **Prerequisite:** None
- **0402** 8:00-10:25 MTWTh STAFF SSEC315

### ART

#### ART 102 - SURVEY OF ART HISTORY II (UC:CSU) - 3 UNITS
- **Prerequisite:** None
- **Recommended:** English 28
- **0112** 10:30 hrs/wk TBA DE BARTELS ONLINE

**This section is an online course. Instructor's e-mail: barlede@lasc.edu. Orientation information will be posted on the website.**

#### ART 104 - ART APPRECIATION II (UC:CSU) - 3 UNITS
- **Prerequisite:** None
- **Recommended:** English 28
- **0111** 10:35-1:00 MTWTh SR VASQUEZ COX536  
**0113** 10:35-1:00 MTWTh A MANN COX536

### BIOLOGY

**Department Chair:** Dr. Todd Roberts  
(323) 241-5215, RobertTJ@lasc.edu

#### BIOLOGY 3 - INTRODUCTION TO BIOLOGY (UC:CSU) - 4 UNITS
- **Prerequisite:** None
- **Lecture:** 3 hours; **Lab:** 3 hours

**WHICH BIOLOGY COURSE IS FOR YOU?** If you are a FOUR-YEAR BIOLOGICAL SCIENCE MAJOR (in biology, pre-medical, or pre-pharmacy), take Biology 6 and 7. Those majoring in PRE-NURSING, PRE-DENTAL HYGIENE, PRE-CHIROPRACTIC, PSYCHOLOGY, SPEECH THERAPY, and PRE-PHYSIOTHERAPY, take Biology 20 or Anatomy 1 and Physiology 1. Biology 3 fulfills a general education requirement.

- **1523 lec** 8:00-10:25 MTWTh STAFF AV109  
**& lab** 10:35-1:00 MTWTh STAFF AV124

### CHILD DEVELOPMENT

**Department Chair:** Ms. LaShawn Brinson  
(323) 241-5023, brinsoll@lasc.edu

#### CHILD DEVELOPMENT 11 - CHILD, FAMILY AND COMMUNITY (CSU) - 3 UNITS
- **Prerequisite:** None
- **0423** 10:30 hrs/wk TBA STAFF ONLINE

### COMMUNICATION STUDIES

#### COMMUNICATION STUDIES 101 - PUBLIC SPEAKING (UC:CSU) - 3 UNITS
- **Prerequisite:** None
- **Recommended:** English 28
- **0521** 10:35-1:00 MTWTh PA LEWIS COX315

**Evening Classes**
- **3041** 6:30-8:55 MTWTh VM GREENE COX536

### COMPUTER SCIENCE- INFORMATION TECHNOLOGY

**Department Chair:** Professor James Hicks  
(323) 241-5387, hicksje@lasc.edu

#### COMPUTER SCIENCE-INFORMATION TECHNOLOGY 601 - INTRODUCTION TO COMPUTERS AND THEIR USES (UC:CSU) - 3 UNITS
- **Prerequisite:** None
- **Evening Classes**
- **3700** 6:30-8:00 MTWTh SA FOREMAN-ASBERRY SOCTE202  
**& 8:00-9:30 MTWTh SA FOREMAN-ASBERRY SOCTE202

#### COMPUTER SCIENCE-INFORMATION TECHNOLOGY 630 - MICROCOMPUTER APPLICATION SOFTWARE (CSU) - 3 UNITS
- **Prerequisite:** Computer Science 601
- **Lecture:** 2 hours; **Lab:** 2 hours
- **0665 lec** 7:05 hrs/wk TBA JE HICKS ONLINE  
**& lab** 7:05 hrs/wk TBA JE HICKS ONLINE

**This section is an online course. Instructor's e-mail: hicksje@lasc.edu. Orientation information will be posted on the website.**
ECONOMICS
Department Chair: Professor James Hicks
(323) 241-5387, hicksje@lasc.edu

ECONOMICS 1 - PRINCIPLES OF ECONOMICS I (UC:CSU) - 3 UNITS
Prerequisite: None. Recommended: Take this class after taking Economics 2.
Evening Classes
3760    6:30- 8:55 MTWTh  N TOURE  SOCTE203
This section is a Hybrid course.

ECONOMICS 2 - PRINCIPLES OF ECONOMICS II (UC:CSU) - 3 UNITS
Prerequisite: None
Recommended: Take this class before taking Economics 1
0711    10:30 hrs/wk TBA  CK SEYMOUR  ONLINE
This section is an online course. Instructor's email: seymouck@lasc.edu. Orientation information will be posted on the website.

English Course Flow Chart

ENGLISH 21
English Fundamentals (Credit)
3 Units NDA

ENGLISH 28
Intermediate Reading & Composition (Credit)
3 Units

ENGLISH 101
College Reading & Composition 1
3 Units

English 102
College Reading and Critical Thinking
3 units

ENGLISH 103
Composition and Critical Thinking
3 units

ENGLISH 127
Creative Writing
3 units

ENGLISH 207
American Literature I
3 units

ENGLISH 209
American Literature II
3 units

ENGLISH 211
Fiction
3 units

ENGLISH 212
Dramatic Literature
3 units

ENGLISH 215
Shakespeare 1
3 units

ENGLISH 234
African-American Literature 1
3 units

ENGLISH 240
Literature And the Motion Picture 1
3 units

OR

ENGLISH 20
American Literature II
3 units

ENGLISH 145
Accelerated Reading Reasoning and Writing
3 Units

Personal Development 17
3 Units

Basic Skills 2CE
Basic English Skills (Non-Credit)
0 Units

NDA = Non Degree applicable
ENGLISH
Department Chair: Mr. Darren Cifarelli
(323) 241-5250, cifaredl@lasc.edu

The English department offers a sequence of classes designed to coincide with student reading and writing abilities on entering college.
ENGLISH 20A (Write short essays of 100 to 150 words).
ENGLISH 21 (Write short essays of 150 to 300 words).
ENGLISH 28 (Write longer essays of 300 to 500 words).
ENGLISH 101 (Write essays of 500 to 1,000 words).

ENGLISH PLACEMENT TEST The English Placement Test is required of all new students who wish to enroll in their first English composition class. The appropriate class level is recommended by the test scores. Please check your scores in SSB204. Hours of operation are from 9:00 a.m. to 4:30 p.m., Monday through Thursday.

ENGLISH 21 - ENGLISH FUNDAMENTALS (NDA) - 3 UNITS
Prerequisite: Basic Skills 2CE or ESL 6A and 6B, or English 20A and Reading 22 or appropriate placement recommendation based on assessment results and other multiple measures.
0926 lec 8:00 -10:25 MTWTh DL CIFARELLI SSEC210
& lab 10:35 -11:20 MTWTh STAFF SSEC116

ENGLISH 28 - INTERMEDIATE READING AND COMPOSITION - 3 UNITS
Prerequisite: English 2
0927 lec 10:35 - 1:00 MTWTh STAFF SSEC223B
& lab 1:00 - 1:45 MTWTh STAFF SSEC116

ENGLISH 101 - COLLEGE READING AND COMPOSITION I (UC:CSU) - 3 UNITS
Prerequisite: English 28 or English 145
0929 10:30 hrs TBA SV DILLON ONLINE
This section is an online course. Instructor’s email: dillonsv@lasc.edu. Orientation information will be posted on the website.
0930 10:35 - 1:00 MTWTh SV DILLON SSEC125A

ENGLISH AS A SECOND LANGUAGE AND CIVICS
English Literacy & Civics Coordinator: Ms. Marian Ruane
(323) 241-5281, ruaneml@lasc.edu

ENGLISH AS A SECOND LANGUAGE AND CIVICS 10CE - ESL AND CIVICS 1 (NDA) - 0 UNITS Rpt 9
Prerequisites: None
8726 3:20 hrs/wk TBA ML RUANE SSB205

GEOGRAPHY
Department Chair: Dr. Todd Roberts
(323) 241-5215, RobertTJ@lasc.edu

GEOGRAPHY 1 - PHYSICAL GEOGRAPHY (UC:CSU) - 3 UNITS
Prerequisite: None
0410 8:00-10:25 MTWTh SM KEMBLE AV105

HEALTH
Department Chair: Dr. Todd Roberts
(323) 241-5215, RobertTJ@lasc.edu

HEALTH 11 - PRINCIPLES OF HEALTHFUL LIVING (UC:CSU) - 3 UNITS
Prerequisite: None
1561 8:00-10:25 MTWTh STAFF LFWC120

MATHEMATICS
Department Chair: Dr. Lernik Saakian
(323) 241-5366, saakianL@lasc.edu

MATHEMATICS 110 - INTRODUCTION TO ALGEBRAIC CONCEPTS (NDA) - 5 UNITS
Prerequisite: None
1665 9:30-1:45 MTWTh J JIANG SSEC322
1664 8:00-12:15 MTWTh GT TADELE SSEC218
This class utilizes MyMathLab, an interactive online learning tool designed to increase student success. Required resources for this section include: (1) internet access, and (2) MyMathLab Access Code, which is included in the purchase of a new textbook.
MATHEMATICS 115 - ELEMENTARY ALGEBRA - 5 UNITS
Prerequisite: Mathematics 112 or Mathematics 110 or appropriate placement through assessment.
1666 lec  8:00-12:15   MTWTh   ZW DAMMENA   SSEC217
   & lab 12:30- 1:15   MTWTh   ZW DAMMENA   SSEC217
1667 lec  9:30- 1:45   MTWTh   E HECTOR   SSEC201B
   & lab 2:00- 2:45   MTWTh   E HECTOR   SSEC201B
This class utilizes MyMathLab, an interactive online learning tool designed to increase student success. Required resources for this section include: (1) internet access, and (2) MyMathLab Access Code, which is included in the purchase of a new textbook.

MATHEMATICS 125 - INTERMEDIATE ALGEBRA - 5 UNITS
Prerequisite: Mathematics 114 or Mathematics 115
1668  8:00-12:15   MTWTh   L SAAKIAN   SSEC209

MUSIC

MUSIC 111 - MUSIC APPRECIATION I (UC:CSU) - 3 UNITS
Prerequisite: None
0171  10:35- 1:00   MTWTh   N WHEELER   COX533
0173  10:30 hrs/wk TBA   JD BREMEN   ONLINE
This section is an online course. Instructor's email: bremenjd@lasc.edu. Orientation information will be posted on the website.

NURSING

Department Chair: Ms. Catherine Azubuike
(323) 241-5204, azubuiCU@lasc.edu

NURSING 518 - PATIENT CARE SEMINAR FOR TRANSFER STUDENTS (CSU) - 3 UNITS
Prerequisites: None
1100  9:00-11:25   MTWTh   LJ THOMPSON   AV118
NURSING 520 - ORIENTATION TO NURSING (CSU) - 1 UNITS
Prerequisites: None. This course is designed to help the beginning student majoring in nursing prepare for the curriculum. Various fields of nursing will be investigated.
1101  9:00-12:20   T   NP EZEOBAH   AV114
NURSING 540 - NURSING BOOT CAMP - 3 UNITS
Prerequisite: None.
1102 lec  9:00-12:20   MW    IM MCCLELLAN   AV119
   & lab 1:00- 6:10   MW    RE SONG   AV119

PERSONAL DEVELOPMENT

Department Chair: Mr. Reginald Morris
(323) 241-5427, morrisR@lasc.edu

PERSONAL DEVELOPMENT 17 - COLLEGE SURVIVAL SKILLS
DEVELOPMENT (CSU) - 1 UNITS
Prerequisite: None
1423  8:30-10:00   MW    CE RAMIREZ   SSEC102
1424  8:30-10:00   TTh   STAFF   SSEC102

PERSONAL DEVELOPMENT 20 - POST-SECONDARY EDUCATION: THE SCOPE OF CAREER PLANNING (CSU) - 3 UNITS
Prerequisite: None
1425  8:00-10:25   MTWTh   ML LEWIS   SSEC301B

PSYCHOLOGY

Department Chair: Dr. Tamura Howard
(323) 241-5312, howardtd@lasc.edu

PSYCHOLOGY 1 - GENERAL PSYCHOLOGY I (UC:CSU) - 3 UNITS
Prerequisite: None
0525  8:00-10:25   MTWTh   STAFF   SSEC201A
0526  10:30 hrs/wk TBA   STAFF   ONLINE
This section is an online course. Orientation information will be posted on the website.

PSYCHOLOGY 14 - ABNORMAL PSYCHOLOGY (UC:CSU) - 3 UNITS
Prerequisite: Psychology 1
0527  10:35- 1:00   MTWTh   STAFF   SSEC201A

SUPERVISION

Department Chair: Professor James Hicks
(323) 241-5387, hicksje@lasc.edu

SUPERVISION 6 - LABOR-MANAGEMENT RELATIONS - 3 UNITS
Prerequisite: Supervision 1
0756  10:30 hrs/wk TBA   G CHEVCHYAN   ONLINE
This section is an online course. Instructor's e-mail: chevchg@lasc.edu. Orientation information will be posted on the website.

THEATER

THEATER 110 - HISTORY OF THE WORLD THEATER (UC:CSU) - 3 UNITS
Prerequisite: None
Evening Classes
3270  6:30- 8:55   MTWTh   KA HARRINGTON   COX530
3271  6:30- 8:55   MTWTh   CM BULLOCK   SSEC301B

PERSONAL DEVELOPMENT 3CE - WORKPLACE READINESS - COMPUTERS (NDA) - 0 UNITS Rpt 9
Prerequisite: None
Evening Classes
5727  6:30- 8:55   MTWTh   STAFF   COX530

POLITICAL SCIENCE

Department Chair: Dr. Tamura Howard
(323) 241-5312, howardtd@lasc.edu

POLITICAL SCIENCE 1 - THE GOVERNMENT OF THE UNITED STATES (UC:CSU) - 3 UNITS
Prerequisite: None
0501  10:30 hrs/wk TBA   AM CRANON-CHARLES   ONLINE
This section is an online course. Instructor's email: charlesam@lasc.edu. Orientation information will be posted on the website.
The Weekend College
A Program of Los Angeles Community College District

8 WEEK CLASSES
Saturdays @ Southwest & City Colleges
Sundays @ Pierce & Valley Colleges
First college is AM / Second PM

All classes are approved for transfer to the UCs and CSUs and meet graduation requirements at all LACCD Colleges. Transcripts are issued by L.A. Mission College.

Attend only one class meeting at any location. Classes are taught by the same instructor at each campus. All classes use a blended format combining weekend class meetings with video lessons and online activities.

Use the Student Information System to enroll, select ITV as the campus. For questions or assistance with registration, call 818.833.3595. Students are advised to speak with a College Counselor when planning their academic program. Financial aid is available for qualified students; fee waivers also apply to these classes.

For classroom locations, go to www.lamission.edu/ITV

FALL 2015 Session A
August 31 - October 25

<table>
<thead>
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<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
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<tbody>
<tr>
<td>Anthropology 101</td>
<td>7214</td>
<td>C/SW</td>
<td>P/V</td>
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<tr>
<td>Economics 1</td>
<td>7215</td>
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<td>English 101</td>
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<td>History 11</td>
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<td>Mathematics 125</td>
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<td>V/P</td>
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<tr>
<td>Philosophy 1</td>
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<tr>
<td>Political Science 1</td>
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<td>V/P</td>
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<td>Sociology 1</td>
<td>7223</td>
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<td>V/P</td>
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</table>

Saturday class meetings: September 5 – October 24
Sunday class meetings: September 6 – October 25

Last Day To: ADD classes, September 9, with instructor approval
Drop without incurring fees: September 3
Drop without receiving a "W": September 3

FALL 2015 Session B
October 26 - December 20

<table>
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<th>Classes</th>
<th>Section</th>
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<th>Sunday Campus</th>
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<tr>
<td>Anthropology 102</td>
<td>7224</td>
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<td>P/V</td>
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<tr>
<td>Economics 2</td>
<td>7225</td>
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<td>English 101</td>
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<tr>
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<td>P/V</td>
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<td>Mathematics 227</td>
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<tr>
<td>Oceanography 1</td>
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<td>V/P</td>
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<td>Philosophy 1</td>
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<td>Psychology 41</td>
<td>7234</td>
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</table>

Saturday class meetings: October 31 – December 19
Sunday class meetings: November 1 – December 20
No class meetings November 28 & 29

Last Day To: ADD classes, November 4, with instructor approval
Drop without incurring fees: October 28
Drop without receiving a "W": October 28

Website: www.lamission.edu/ITV • Telephone: 818.833.3594 or 800.917.9277
INFORMATION AND TELEPHONE NUMBERS FOR STUDENT SERVICES

ADMISSIONS & RECORDS – SSB-102 ................................................................. 323-241-5321
ASSOCIATED STUDENT ORGANIZATION (ASO) – SSB-118 ....................... 323-241-5253
ASSESSMENT – SSB-204 .............................................................................. 323-241-5361
BRIDGES TO SUCCESS – SSB-205 ............................................................... 323-241-5281
BUSINESS OFFICE – SSB-103 .................................................................... 323-241-5301
CAMPUS BOOKSTORE – SSB-132 ............................................................... 323-241-5091
CAREER CENTER – SSB-228 ...................................................................... 323-241-5406
CENTER FOR RETENTION AND TRANSFER (CRT) – SSB-229 .................. 323-241-5392
CHILD DEVELOPMENT CENTER (CDC) .................................................... 323-241-5000

Monday through Thursday: 7:45 a.m. to 3:00 p.m. – Fridays 7:45 a.m. to Noon
The Child Development Center is part of the Child Development Program and also serves as a laboratory school for students enrolled at Los Angeles Southwest College majoring in Child Development. The CDC provides early care and education for infants and toddlers 18 months to 36 months, pre-schoolers 36 months to 5 years; and school-age children 6 to 10 years during the evening.

COMMUNITY SERVICES – Moved to West Campus .................................... 323-241-5288
COUNSELING – SSB-227 .......................................................................... 323-241-5200
DISABLED STUDENTS PROGRAM & SERVICES (DSP&S) – SSB-117 .... 323-241-5480
EXTENDED OPPORTUNITY PROGRAM & SERVICES (EOP&S) – SSB-218 323-241-5484
FINANCIAL AID – SSB-104 ........................................................................ 323-241-5338
CalWORKs/GAIN – SSB217 ...................................................................... 323-241-5477
HEALTH CENTER – SSB-115 ..................................................................... 323-241-5252

Monday, Wednesday & Thursday: 9:00 a.m. to 3:00 p.m. and Tuesday and Friday: 9:00 a.m. to 5:00 p.m.

FOR LIFE THREATENING EMERGENCIES,
CALL THE CAMPUS SHERIFF’S OFFICE ....................................................... 323-241-5311 or Dial 911

INTERCOLLEGIATE ATHLETICS – SSB 209 .................................................. 323-241-5409
INTERNATIONAL STUDENTS – SSB-116 ................................................... 323-241-5281
LIBRARY .................................................................................................... 323-241-5235
MIDDLE COLLEGE HIGH SCHOOL ............................................................. 323-418-4700
STUDENT SERVICES ADMINISTRATION – SSB-209 ............................... 323-241-5279
STUDENT SUCCESS CENTER ................................................................. 323-241-5456
TALENT SEARCH – SSB-208 ................................................................... 323-242-5523
UPWARD BOUND – SSB-207 ..................................................................... 323-241-5378
VETERANS SERVICES – SSB207 ............................................................... 323-241-5307
Los Angeles Southwest College is located at 1600 West Imperial Highway at Denker Avenue in South Los Angeles

From Hawthorne & South Bay: Take the San Diego (405) Freeway north and then exit at Imperial Highway. Turn right onto Imperial Highway and proceed east about three miles. The campus is one block east of Western Avenue.

From Downtown Los Angeles: Take the Harbor (110) Freeway south and then exit at Imperial Highway. Proceed west for about two miles to 1600 West Imperial Highway.

From Inglewood & Lennox: Take Prairie Avenue South to Imperial Highway. Make a left and proceed east to Imperial Highway for about two miles. The campus is one block east of Western Avenue and Imperial Highway at Denker Avenue.

From Compton & Watts: Take the 105 Freeway west to Vermont Avenue. Turn right and proceed north on Vermont Avenue for about ¼ mile. Turn left at the intersection of Vermont Avenue and Imperial Highway, and proceed west on Imperial Highway for about one mile.

SAFETY
The college is concerned about your safety. In case of an emergency, detailed instructions are posted throughout the campus. Take a few minutes to read them and plan for your safety. In an emergency, remember these key points:

• Be calm and assess the situation,
• Help classmates who appear to be having difficulty,
• Stay out of the way of doors and driveways so emergency personnel can get to the problem. Move quickly, but calmly get out of danger, and if all else fails Call The Campus Sheriff’s Office at (323) 241-5311