

Get on track with

COUGAR TRACKS

Summer Semester 2016/Schedule of Classes

Summer Semester Calendar

PAY OR YOU MAY BE DROPPED	May 18
Summer Semester Begins	June 6
Summer Semester Ends	August 11

Frequently called numbers:

Academic Records	763-7756
Admissions	763-7741
Athletic Director	763-7779
Bookstore.....	763-7731
Cashier	763-7713
Counseling Center	763-7748
Dental Hygiene	763-7706
Distance Learning Toll Free.....	866-464-9229
EOPS.....	763-7723
Financial Aid	763-7762
Library.....	763-7707
Student Body Office.....	763-7751
Student Housing	763-7832
ILS Program.....	763-7769

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APPLY & REGISTER ONLINE
WWW.TAFTCOLLEGE.EDU



Taft College Summer Semester 2016 Schedule of Classes

Revised
06/14/2016

WHO CAN ENROLL?

It is the policy of the West Kern Community College District that unless specifically exempted by statute, every course, course section, or class which is to be reported for state aid, wherever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has a high school diploma, a General Education Development (GED) certificate, or a high school certificate of proficiency, or any person 18 years of age or older, or any home schooled and/or K-12 student that is 16 years or older and has completed their sophomore year of high school with the required forms.

HOW TO APPLY

Continuing Students do not need to reapply. In order to be considered a continuing student for Summer or Fall 2016, you need to have been enrolled at Taft College during the Spring 2016 semester. If you were not enrolled at Taft College during the Spring 2016 semester, you must reapply at: www.taftcollege.edu

New students must also apply through the above website.

ASSESSMENT & ORIENTATION

New students who plan to earn a degree or certificate, transfer to a four-year institution, or take math or English courses at Taft College must be assessed to determine skill levels for appropriate course placement.

Morning, afternoon, and evening sessions have been scheduled. Visit our website, or call the Testing Center at (661) 763-7783 to schedule an appointment.

WHEN CAN I REGISTER?

Registration dates and times for each student will be automatically assigned approximately 2 weeks before registration. Computed registration dates and times will be based upon variables associated with point values, and then will sort by student ID number. Students can view their registration date and time via Cougar Tracks. No priority group or student will be assigned a registration date or time in which the college is closed (i.e. after 4:00pm or on weekends).

April 6	Veterans, CalWORKS, Foster Youth, EOPS, and DSPS matriculated students in good standing with less than 100 degree applicable units.
April 11	Athletes, TRIO, PTK, ASB Officers, Taft College Staff, and continuing/new fully matriculated students in good standing with less than 100 degree applicable units.
April 27	Returning, continuing students with academic difficulty (continued progress

probation and/or continued academic probation), continuing/new non-matriculated students, students with over 100 units, and high school students.

(see page 5 for definition of matriculation)

HOW TO GET CLASSES**In Person****On-site registration process for new matriculating students**

- Step 1: Complete the appropriate Application for Admission.
- Step 2: Request high school transcripts or submit a copy of diploma, GED, or high school proficiency certificate.
- Step 3: Request college transcripts from all colleges and universities attended.
- Step 4: Complete the orientation process.
- Step 5: Complete the assessment process.
- Step 6: Schedule a counseling/advisement appointment.
- Step 7: Receive pin number for on-line registration and access to student records.
- Step 8: Register for classes through our website.
- Step 9: Pay fees, or satisfy financial obligations.

On-site process for continuing and returning matriculating students

- Step 1: Complete the appropriate Application for Admission (*continuing students do not need to reapply*).
- Step 2: Receive pin number for on-line registration and access to records.
- Step 3: Schedule a counseling/advisement appointment.
- Step 4: Register for classes.
- Step 5: Pay fees, or satisfy financial obligations.

On-site process for non-matriculating students

- Step 1: Complete the appropriate Application for Admissions.
- Step 2: Receive pin number for on-line registration and access to records.
- Step 3: Register for classes.
- Step 4: Pay fees, or satisfy financial obligations.

Loss of Enrollment Priority due to Academic Standing

Students on academic or progress probation for a second consecutive term will lose their enrollment priority unless they participate in the [MAPP](#) (Monitoring Academic and Progress Probation) program and complete a progress report for each course they are enrolled in showing at least a 2.0 GPA and/or 50% or more completed progress. Students on continued probation that earn a 2.0 GPA or higher in the most recent term, and/or pass 50% or more of their classes in the most recent term, are exempt from the mandatory petition process for dismissed students and maintain their enrollment priority. In addition, academic reinstated students that earn a 2.0 GPA or higher in the most recent term progress report are

exempt from the mandatory petition process for dismissed students and maintain their enrollment priority.

Loss of BOGW fee waiver due to Academic Standing

Students on academic or progress probation (or a combination of the two) for a second consecutive term will lose their BOGW fee waiver. Students have options to appeal the loss of BOGW by filling out the Loss of Enrollment Priority and/or BOGW Fee Waiver Appeal form. That form can be found on our [website](#). If approved, they may have their BOGW fee waiver reinstated.

Loss of Enrollment Priority due to 100 Unit Limit

Students who have earned 100 or more Taft College degree applicable units will lose their enrollment priority. Students wishing to appeal their loss of enrollment priority due to too many units can fill out a loss of enrollment priority [appeal](#) and complete a comprehensive student education plan showing the additional units are needed. If approved, they may have their enrollment priority reinstated.

ON-LINE

Web Registration Process for all new, continuing, returning and/or personal enrichment students:

Please visit the "Cougar Tracks" link below:

https://ct-prod-ssb.taftcollege.edu:9021/ctprod/twbkwbis.P_WWWLogin

ADDING AND DROPPING CLASSES

- Please visit the Taft College homepage. Under the Student Services tab, under Registration menu, click on Add/Drop Deadline Schedule for a list of deadline dates.

Adding a Class

You may add any open class online until the first day of class without an Add Authorization Code. Once the class begins you can enroll through the "Last Date to Enroll (With an Add Authorization code)" deadline date. To add an open class **prior** to the "Last Date to Enroll (You must get an Add Authorization code from the instructor)" deadline, use the Add code during the Web Registration Process.

Waitlist

If a class is full prior to the start of the class, you may attempt to join the waitlist by following the normal online registration process, and selecting "Waitlist" when your initial registration fails due to full capacity. The "Waitlist" end the day prior to class.

Adding a Class after the Class Has Begun

Once a particular class begins, you are required to have an Add Authorization Code in order to add that particular class. If you have obtained an Add Authorization Code from your instructor, you may submit that code online through the "Last Date to Enroll (Add Authorization Code Required)" deadline date. Add Authorization Codes may only be provided by the

class instructor. Once obtained, you must use the Add Authorization Code by entering it online when attempting to add the class.

Dropping a Class and Withdrawing From a Class

To drop a class or withdraw from a class any time prior to the appropriate deadlines during the semester, you can use the Web Registration Process.

Dropping a course is a student's responsibility. DO NOT rely on your instructor to drop you for non-attendance. If your instructor drops you for non-attendance you will incur the enrollment fees.

DO NOT assume that your failure to pay for the class has resulted in the class being dropped from your record (Nonpayment drops are date-specific and do not occur during certain times of the semester).

Title 5: Course Repetition and Withdrawal

The California Community College Board of Governors recently passed revisions to Title 5 regarding course repetition that took effect during the 2012 Summer semester. Students will only be allowed to enroll in a course three times if they received a substandard grade (D, F, FW, NP, or NC) or withdrew from the class with a "W." Students with extenuating circumstances may seek approval to enroll in a course for the fourth time through the petition process. These changes do not contain a grandfather clause so any student that has already taken a course the maximum number of times will no longer be able to take the same class at Taft College.

Questions? Please contact the Counseling Center at (661) 763-7748, or the Distance Learning Help Desk toll free at (866) 464-9229 or direct at (661) 763-7812.

What happens if I drop a class?

1. If you DROP a course **before** the Refund date, the drop will not appear on your academic transcript.
2. If you WITHDRAW from a course **after** the Refund Date, you will receive a grade of "W" for the course.
 - a. The "W" will not be used in calculating grade point averages, but excessive "W"s will be used as factors in probation and dismissal procedures.
 - b. Withdrawing from a class may also affect your financial aid status. Before dropping the class, be sure to consult your advisor or counselor by calling 661-763-7748 or speak to someone in Financial Aid by calling (661) 763-7762.

- c. Withdrawing from a class will affect your veteran's benefits. Be sure to consult with your VA Counselor who can adjust your schedule with the VA. Not doing so can result in you having to pay back overpayments. Further information is available:
http://web.taftcollege.edu/student_services/veterans_services.shtml
3. You cannot withdraw from a class after the final deadline for dropping with a "W". You will earn a grade for the course.
4. However, if you have verifiable extenuating circumstances such as a major illness, you may petition for late withdrawal. See your advisor or counselor for more details. Petition and instructions are available:
http://www.taftcollege.edu/tcwp/counsel2/wp-content/uploads/2010/11/post_dead_withdrl.pdf

2016-2017 FEE SCHEDULE

(NOTE: Enrollment fees are subject to change by the California State Legislature. All other fees are subject to change without notice.)

Enrollment fee	\$46 per unit
Credit by Exam fee	\$46 per unit
Class Audit fee	\$15 per unit
Non-resident tuition fee: (in addition to \$46 per unit)	
Enrollment fee and credit by exam fee)	
0 - 14 units	\$211 per unit
15 units or more	\$3,165 per semester
International application fee	\$100
Textbook rental fee*	
Rental fee w/paid ASB fee	30% of retail price(average)
Student body fee	\$30 per year
Residence hall fees:	
Room rent	\$900 per semester
Meal plan (15 meals per wk)	\$1454 per semester
Security deposit	\$150
Transcripts:	
Two in a life-time	No charge
More than two (each)	\$ 4
Rush processing fee	\$ 8
Credential Solutions online processing fee	\$2.75
National Student Clearinghouse online processing fee	\$2.25
Enrollment Verification	
Two in a life-time	No charge
More than two (each)	\$ 4
Rush processing fee	\$ 8
National Student Clearinghouse online processing fee	\$2.25
Return Check Fee	\$18

*In order to participate in the textbook rental program, students must purchase an ASB sticker and have a copy of their current class schedule.

MATERIALS FEES

Occasionally students may be required to purchase materials to supplement specific courses, i.e., workbooks, folders, computer disks, etc. The materials may be purchased through the Cougar Corner Bookstore in person or via the web at the [Bookstore](#).

PAYMENT DURING PRE-REGISTRATION

Students pre-registering must pay their fees or request a payment plan at the Cashiers desk by 4:00pm on the due date specified below (payment plan option is only available for the Fall semester):

Summer 2016 session – May 18, 2016
Fall 2016 session – August 3, 2016

FAILURE TO PAY BY THE DEADLINE MAY RESULT IN THE STUDENT BEING DROPPED FROM ALL CLASSES. HOWEVER, IT IS ULTIMATELY THE STUDENT'S RESPONSIBILITY TO DROP ANY CLASSES THAT THEY DO NOT PLAN ON ATTENDING. FAILURE TO DROP CLASSES COULD RESULT IN THE STUDENT HAVING TO PAY FOR THE CLASSES AND RECEIVING AN "F".

ENROLLMENT FEE REFUND POLICY

Students are responsible for dropping the classes they no longer wish to attend. To be eligible for a refund of enrollment fees, a dropped class must have been dropped on or prior to the refund deadline for that particular class by the student. Full-term classes will always have a fixed refund deadline published in the Schedule of Classes each semester. The refund deadline for any non-standard, part-of-term class is calculated at 10% of the class meeting days scheduled between the start and end dates for that particular class.

Textbook Rental Program

The Taft College Bookstore is located at 515 Finley Drive, Taft, CA 93268. We are located in the Pilot Shopping Center (directly across 6th Street from the Al Baldock Sports Center).

Taft College is unique in that many textbooks are available to students on a rental basis. Participation in the Rental Textbook Program is only a fraction of the cost of purchasing your textbooks. In order to participate in the Rental Textbook Program, you must have a current copy of your class schedule, current ASB sticker and Taft College Student ID Card.

Students must purchase an ASB Sticker to participate in the rental program from the Cashier office, bookstore or bookstore website (bookstore@taftcollege.edu). The ASB stickers are available for \$15.00 per academic year.

CHECKOUT PROCEDURE FOR TEXTBOOK RENTALS

1. Rental textbooks may be checked out approximately three weeks prior to the beginning of each new semester depending on availability.
2. Students must purchase an ASB Sticker to participate in the rental program

3. Students must take their class schedule to the Bookstore to rent applicable books.
4. Remote or off-campus students may order all textbooks (rental and supplemental) on-line and have them shipped via UPS Ground for a fee determined by package weight and address of delivery.
5. Rental textbooks must be returned to obtain transcripts or to register for classes for any subsequent semester.
8. Check refunds will be made by mail in approximately ten (10) to fourteen (14) business days after the date of the return.

*****The manager reserves the right to make the decision on the condition or salability on all merchandise.*****

RETURN PROCEDURE FOR TEXTBOOK RENTALS

1. Students who drop a class should immediately return rental textbooks to the Bookstore.
2. All other rental textbooks must be returned within 2 days of the end of each current semester to avoid being charged a late fee of \$5.00 per book late fee.
3. To avoid being charged full replacement cost, all rental books must be returned to the Bookstore no later than 10 business days after the end of the current semester. All rental books unreturned after 10 business days will become the property of the student and the student becomes responsible for the full replacement cost of the textbook.
4. Some instructors may require proof of textbook return before final exam can be taken.

BOOKSTORE RETURN POLICY

1. All refunds and exchanges require the original cash register receipt.
2. Fall and spring textbooks can be returned for a refund during the first seven (7) business days of the semester. All summer and short term session textbooks can be returned during the first three (3) business days of the session. **All textbook sales are final after these dates.** Please make sure you have the correct textbooks and materials by checking with your professor on the first day of class.
3. Textbooks being returned for a refund or exchange must be in the original condition in which they were purchased. Textbooks containing any markings, damage or that is unwrapped will be treated as a used book and will be credited at 70% of the new book price.
4. All access codes or e-books that have been opened or activated are **not returnable**. Please check with your professor before you purchase these items.
5. Clothing, emblematic merchandise, trade books, electronics, and art supplies can be returned fourteen (14) business days after purchase with receipt. Clearance items are not returnable.
6. Incorrect or defective books and course materials may be returned to the bookstore within the refund period with your receipt for an exchange.
7. All credit card refunds require the original charge card used at the time of purchase.

AT TAFT COLLEGE

Financial help is available

If you need assistance with your educational expenses, you may be able to receive financial aid. Funds are available from federal, state, and college sources and are offered in the form of grants, work-study, scholarships and enrollment fee waivers. You can apply online at www.fafsa.ed.gov.

For information about how to apply, contact the Financial Aid Office at 763-7762.

Free tutoring is available

Tutoring: Free tutoring in math and English is available for all students enrolled in at least one course at Taft College. Tutoring may be available in other subject areas as well. Please call 661.763.7975 or email TaftTutors@gmail.com for information about the range of tutoring for the current semester. Appointment scheduling and other information is available on the Tutoring website through the Taft College homepage. Tutoring appointments may be held in person or through Skype (see tutoring webpage for current information). Tutoring services are not currently available during the summer session.

Supplemental Instruction: Supplemental Instruction (SI) is an academic support program for students of Taft College designed to increase student performance and matriculation with a focus on foundation level college courses. During SI session, students work together to learn the course material. SI sessions are designed and led by Supplemental Instructional Assistants (SIAs) who attend the class meetings so they know the assignments and the requirements for success. Supplemental Instructional Assistants (SIAs) also work with the class instructors to increase student success in a broad range of subjects.

On-line Library/Learning Resources

The campus Library offers a rich selection of electronic research services. These resources are available to students on and off campus. The Library can be accessed on-line at:

<http://www.taftcollege.edu/tcwp/library/>

Flexible scheduling

Taft College offers courses in both day and evening formats, short-term courses that typically run for eight to ten weeks, and courses that are offered outside the traditional classroom setting. Distance education offerings include both off-line and on-line courses.

Classes are small

The average class size at Taft College is 18 students per course. Students frequently cite small class size and opportunities for individualized attention as a major benefit of attending Taft College.

IS DISTANCE LEARNING RIGHT FOR YOU?

1. Would taking courses outside the traditional classroom setting, even in your own home, accommodate your circumstances and lifestyle?
2. Do you need a course immediately for a degree, job, or other important reason?
3. Is feeling a part of the class not important to you?
4. Do you often get things done ahead of time?
5. Do you prefer to figure out assignment directions for yourself rather than rely on having instructions given?
6. Do you look forward to learning new technologies?
7. Are you a good reader, able to understand textbooks without help?
8. Can you manage your personal and professional time to complete assignments and required reading?

If you answer yes to most of the questions listed above, you are a strong candidate for distance learning courses. For more information on distance learning courses, check out our web site at:

<http://web.taftcollege.edu/academic/distance%20learning/index.php>

HOW TO ACCESS YOUR DISTANCE LEARNING COURSES

- Once classes have begun, go to the current Distance Learning Schedule of Classes.
- Print a copy of the step-by-step directions, "How to Get Started with your Distance Learning Classes". Follow the directions given. If you have any questions, call the Distance Learning Help Desk at (661) 763-7812 or toll-free at (866) 464-9229.

WHAT IS MATRICULATION?

Matriculation is an agreement between the college and the student and is designed to ensure student success and institutional effectiveness.

- Taft College is concerned with your success and wants to help you determine the appropriate path to follow. All students applying to Taft College are encouraged to participate in all aspects of the college's programs and services, and the components of matriculation. To determine if you are a matriculating student, answer the following:

I plan to:

1. Obtain a degree, certificate, or transfer.
2. Take math or English courses.
3. Seek guidance and/or help in developing an educational plan.
4. Apply for financial aid.

Congratulations. If you answered yes to any of the above, you are a matriculating student.

MATRICULATION POLICY

Student Success and Support Program (3SP) is a comprehensive student success program involving the entire campus community. 3SP is a process that enhances student access to the California Community colleges and promotes and sustains the efforts of credit students to be successful in their educational endeavors. The goals of 3SP are to ensure that all students complete their college courses, persist to the next academic term, and achieve their educational objectives through the assistance of the student-direct components of the matriculation process. It is Taft College's way of supporting the student's right to succeed in college. Taft College recognizes that student success is the responsibility of the institution and the student, supported by well-coordinated and evidence based student and instructional services to foster academic success.

3SP is a partnership/agreement between students and Taft College. The agreement includes the provision of core matriculation services, including an admission process, college orientation, pre-enrollment assessment and placement, advisement and counseling for course selection, educational planning services, a suitable program of study, and follow-up on student progress.

The student agrees to express a broad education goal at entrance, declare a course of study within a reasonable period of enrollment, attend class and complete coursework diligently, and maintain progress toward an education goal.

Student's responsibilities include:

1. Identify an education and career goal upon application.
2. Complete an orientation activity provided by the college.
3. Be assessed to determine appropriate course placement.
4. Participate in counseling, advising, or another education planning service to develop, at minimum an abbreviated student education plan.
5. Declare a specific course of study after completion of 15 semester units of degree applicable credit coursework.
6. Diligently engage in course activities and complete assigned coursework.
7. Complete courses and maintain progress toward an education goal and completing a course of study, according to standards established by the college, the District, and the state.

8. Cooperation in the development of a comprehensive student educational plan by the end of the second semester in attendance.

Taft College agrees to provide a strong foundation and support for academic success, providing and mandating the services necessary for students to achieve their educational goals and complete their course of study. Taft College will ensure information regarding its matriculation policies are accessible and available to all students during or prior to enrollment.

College responsibilities include:

1. Orientation services designed to provide, on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and other matters.
3. Assessment of students using State Chancellor-approved tests to determine student competency in computational and language skills; to identify aptitudes, interests, and educational objectives; and to evaluate study and learning skills.
4. Counseling, advising, or other education planning services to assist students in interpreting test results, exploring educational and career interests and aptitudes, identifying educational objectives, and in developing and updating of an education plan.
5. Assistance in the development of a student education plan identifying the student's education goal, course of study, and the courses, services, and programs to be used to achieve them.
6. Follow-up services to evaluate the academic progress of, and provide support services to, at risk students, students enrolled in basic skills courses, who have not declared an educational goal as required, or who are on academic probation, as defined by the college, the District, and the state.
7. Referral of students to: support services that may be available, including, but not limited to, counseling, financial aid, health and mental health services, campus employment placement services, Extended Opportunity Programs and Services, campus child care services, tutorial services, foster youth support services, veterans support services, and Disabled Students Program and Services; and curriculum offerings which may be available, including but not limited to, basic skills, noncredit programs, and English as a Second Language.

MATRICULATION EXEMPTION

Students who may be exempt from participating in orientation, assessment, advising, and follow-up components of the matriculation program are:

- a. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an associate degree or higher.
- b. Students who plan to enroll in five units or fewer and who have declared one of the following goals:
 - Advance in current career/job
 - Maintain certificates/license
 - Personal/Education development
 - Complete credits for high school diploma

- c. Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer (excluding English and math courses)
- d. Students who have previously been assessed (within the last two years) and have written verification of scores from an assessment instrument off the Chancellor's approved list of instruments. (Exempt from placement testing only).
- e. Students transferring from another regionally accredited postsecondary institution with credit for degree-level English and/or mathematics. (Exempt from placement testing only).

Exempt students are not required to participate in the matriculation process but are encouraged to see a counselor at any time. The college will make reasonable efforts to ensure that all exempt students are provided the opportunity to participate in the matriculation process.

Students who do not meet approved matriculation exemption criteria but choose to be exempt from one or more components of the matriculation process may do so by completing a waiver available from the Counseling Center.

COURSE PREREQUISITES, CO-REQUISITES AND RECOMMENDED PREPARATION

PREREQUISITE means this is a condition of enrollment that a student must meet in order to demonstrate current readiness for enrollment in a course or educational program. A prerequisite represents a set of skills or a body of knowledge that a student must possess prior to enrollment and without which the student is highly unlikely to succeed in the course or program. For example, a student enrolling in general chemistry will have difficulty without adequate preparation in algebra.

CO-REQUISITE means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course. A co-requisite represents a set of skills or a body of knowledge that a student must acquire through concurrent enrollment in another course and without which the student is highly unlikely to succeed.

ADVISORY means recommended preparation suggested by the faculty to successfully complete a particular course. While encouraged to do so, students do not have to satisfy recommended preparation guidelines to enroll in a course.

Course prerequisites, co-requisites, or recommended preparation are specified within course descriptions in the catalog. Students must satisfy the prerequisite or co-requisite requirements for all courses in which they enroll.

Challenging a Prerequisite or Co-requisite

Students may have preparation equivalent to the stated prerequisites or co-requisites and may wish to challenge a

prerequisite or co-requisite as allowed by state law. The petition for challenging a prerequisite or co-requisite is available online and in the Counseling Center. The student shall bear the initial burden of showing that grounds exist for the challenge. The following is a list of grounds under which a challenge may be pursued:

1. Challenging the prerequisite on the grounds that it has not been made reasonably available
2. Challenging the prerequisite on the grounds that it was established in violation of regulation or in violation of state or District-approved processes (student documentation required)
3. The prerequisite is discriminatory or applied in a discriminatory manner (student documentation required)
4. Challenging the prerequisite based on acquired knowledge or ability to succeed in the course despite not meeting the prerequisite (student documentation required)

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA) – ANNUAL NOTIFICATION

Student Records - Family Educational Rights and Privacy Act (FERPA) Student Release of Information

The Family Educational Rights and Privacy Act (FERPA) afford student certain rights with respect to their education records. They are:

The right to inspect and review the student's education records within 45 days of the day Taft College receives a request for access. Students should submit to the Director of Admissions Office written requests that identify the record(s) they wish to inspect. The director will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Admissions and Records Office, the student shall be advised of the correct official to whom the request should be addressed.

The right to request the amendment of the student's education records that the student believes is inaccurate. Students may ask Taft College to amend a record that they believe is inaccurate. They should write the director, clearly identify the part of the record they want changed, and specify why it is inaccurate. If Taft College decides not to amend the record as requested by the student, the student shall be notified of the decision and advised as to his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by Taft College in an administrative, supervisory, academic, research, or

support staff position (including law enforcement personnel and health staff); a person or company with whom Taft College has contracted (such as an attorney, auditor, collection agent, degree conferral & transcript processing agent, document managing agent, and placement sites for internship or similar student work/study opportunities); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; consultants, volunteers or other outside parties to whom Taft College has outsourced institutional services or functions that it would otherwise use employees to perform. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. As allowed within FERPA guidelines, Taft College may disclose education records without consent to officials of another school, upon request, in which a student seeks or intends to enroll.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by Taft College to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC, 20202-4605

At its discretion Taft College may provide Directory Information in accordance with the provisions of the Family Education Rights and Privacy Act. Directory Information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. Designated Directory Information at Taft College includes the following: Student participation in officially recognized activities and sports including weight, height and high school of graduation of athletic team members. Degrees and awards received by students, including honors, scholarship awards, athletic awards and the President's and Vice President's Lists of recognition. Students may withhold Directory Information by notifying the Director of Admissions in writing; please note that such withholding requests are binding for all information to all parties other than for those exceptions allowed under the Act. Students should consider all aspects of a Directory Hold prior to filing such a request. Requests for non-disclosure will be honored by Taft College for no more than one academic year. Re-authorization to withhold Directory Information must be filed annually in the Admissions and Records Office.

Taft College's Annual notification to students is consistent with its obligations under FERPA. Taft College annually notifies students and their parents of their rights accorded to them by FERPA. Students and their parents shall be advised of their rights regarding educational records in the Taft College class schedule, student handbook, and Taft College website.

For additional information on FERPA or student confidentiality contact:

Director of Admissions and Records
(661) 763-7870

NONDISCRIMINATION NOTICE

Taft College does not discriminate on the basis of race, color, national origin, sex, handicap, or age in any of its policies, procedures, or practices, in compliance with Equity in Higher Education (pertaining to disability, gender, gender identity, gender expression, nationality, race, ethnicity, religion and sexual orientation), Title VI of the Civil Rights Act of 1964 (pertaining to race, color and national origin), Title IX of the Education Amendments of 1972 (pertaining to sex), Sex Equity in Education (pertaining to sex), Americans with Disabilities Act (pertaining to disability), Section 504 of the Rehabilitation Act of 1973 (pertaining to disability), and the Age Discrimination Act of 1975 (pertaining to age). This nondiscrimination policy covers admission and access to, and treatment and employment in, the college's programs and activities, including vocational education.

Inquiries regarding the equal opportunity policies, the filing of grievances, or to request a copy of the grievance procedures covering discrimination complaints may be directed to:

Darcy Bogle

Vice President of Student Services
Title IX Coordinator - Students
29 Cougar Court
Taft, CA 93268
(661) 763-7889

Dr. Robert Meteau

Associate Vice President of Human Resources
EEO / Title IX Coordinator - Employees
29 Cougar Court
Taft, CA 93268
(661) 763-7809

Taft College recognizes its obligation to provide overall program accessibility throughout the college for disabled individuals. Contact the Section 504 Coordinator to obtain

information on the existence and location of services, activities, and facilities that are accessible to and usable by the disabled.

Dr. Robert Meteau

Associate Vice President of Human Resources
Section 504 Coordinator
29 Cougar Court
Taft, CA 93268
(661) 763-7809

Inquiries regarding federal laws and regulations concerning nondiscrimination in education or the district's compliance with those provisions may also be directed to:

- 1) Office for Civil Rights
U.S. Department of Education
50 Beale Street, Suite 7200
San Francisco, CA 94105-1813
415-486-5555

<http://wdcrobcolp01.ed.gov/cfapps/OCR/contactusresults.cfm>

- 2) Taft College Board Policies and Procedures
[Click here](#)

ACCREDITATION

Taft College is accredited by the Accrediting Commission for Community & Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, California 94949, (415) 506-0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation & the U.S. Department of Education.

CHECK US OUT ON THE WORLD WIDE WEB

For detailed information on admissions, enrollment, student services, instructional services, distance learning, student activities, and student right-to-know information, you can access the Taft College web site at:

www.taftcollege.edu

Use the following link for access to the current course schedule:

http://web.taftcollege.edu/student_services/schedule.php

TAFT COLLEGE GENERAL EDUCATION CERTIFICATION - Breadth Pattern for the California State University System

NAME _____

STUDENTID _____

To be eligible for graduation with a Bachelor Degree from a California State University, students must complete a maximum of 39 semester units of general education coursework. Taft College will certify completion of up to 39 lower division, general education units for students based on the pattern outlined below.

A	ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING (9 semester or 12-15 quarter units required with at least one course each from A1, A2, and A3)	UNITS GRADE CERTIFIED			
				√ if	
	A1-Oral Communication: SPCH 1507, 1511 A2-Written Communication: ENGL 1500 A3-Critical Thinking: ENGL 1600; PHIL 1520 Courses from other colleges: _____ AP Exam: _____	A1 _____ A2 _____ A3 _____	— — —	— — —	Area A
B	SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING (9 semester or 12-15 quarter units required with at least one course each from Physical Science, Life Science [at least one to contain a lab component] and Mathematics/Quantitative reasoning)				
	B1-Physical Science: ASTR 1511; BIOL 1513;CHEM 1510, 2211; ESCI 1520; GEOG 1510; GEOL 1500, 1501; PHYS 1510, 2201, 2221; PSCI 1520 B2-Life Science: ANTH 1501; BIOL 1500, 1510, 2201, 2202, 2203, 2204, 2250, 2255, 2257, 2260, 2280 B3-Laboratory Activity: ASTR 1511; BIOL 1501, 1501, 2201, 2202, 2203, 2204, 2250, 2256, 2257, 2260, 2280; CHEM 1510, 2211; ESCI 1520; GEOL 1500, 1501; PHYS 2201, 2221; PSCI 1520 B4-Mathematical /Quantitative Reasoning: BSAD 1560; ECON 1560; MATH 1500, 1520, 1530, 1540, 1560, 2100; PSYC 2200; STAT 1510 Courses from other colleges: _____ AP Exam: _____	B1 _____ B2 _____ B3 _____ B4 _____	— — — —	— — — —	Area B
C	ARTS AND HUMANITIES (9 semester or 12-15 quarter units required with at least one course each in Arts and Humanities)				
	C1-Arts: ARTH 1500, 1510, 1520, 2030, 2040; DRAM 1510, 1535; HUM 2010; MUSC 1510, 1520 C2-Humanities: AMSL 2001; ENGL 1600, 2200, 2300, 2400, 2500, 2600, 2650, 2700, 2750; HIST 2202, 2204; HUM 1500, 2010; PHIL 1501, 1531; SPAN 1601, 1602, 2001, 2002 Courses from other colleges: _____ AP Exam: _____	C1 _____ C2 _____ C1 or 2 _____	— — —	— — —	Area C
D	SOCIAL SCIENCES (9 semester or 12-15 quarter units required with courses in at least 2 disciplines)				
	D0-Sociology and Criminology: ADMJ 1502, SOC 1510, 2110, 2120, 2141 D1-Anthropology & Archeology: ANTH 1512, 1524, ARCH 1501 D2-Economics: ECON 2120, 2210 D3-Ethnic Studies: SOC 2110 D4-Gender Studies: PSYC 2038, SOC 2038 D5-Geography: GEOG 1520 D6-History: HIST 2202, 2204, 2210, 2231, 2232, 2270 D7-Interdisciplinary Social or Behavioral Science: ECEF 1531, RECR 1510 D8-Political Science, Government & Legal Institutions: POSC 1501, 2005 D9-Psychology: PSYC 1500, 2003, 2030, 2033, 2038, SOC 2038 Courses from other colleges: _____ AP Exam: _____	D _____ D _____ D _____	— — —	— — —	Area D
E	LIFELONG LEARNING & SELF-DEVELOPMENT (3 semester or 4-5 quarter units, not all in physical activity)				
	ECEF 1531, HLED 1510; PSYC 1500, 2030, 2033; SOC 2141, RECR 1510 Physical Education Activity Course (limit 1 unit): PHED 1510, 1542, Courses from other colleges: _____ AP Exam: _____	E _____ E _____	— —	— —	Area E
	U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS (This is not a General Education Breadth Pattern requirement; however, these courses should be completed prior to transferring to any CSU campus)				
	Complete two (2) courses, one from group 1 and one from group 2 Group 1: HIST 2231, 2232 Group 2: POSC 1501	_____ _____	— —	— —	Complete

TAFT COLLEGE IGETC - Intersegmental General Education Transfer Curriculum

AREA 1: ENGLISH COMMUNICATION (CSU - 3 courses, one each from group A, B, and C) (UC - 2 courses, one each from group A and B)

1A English Composition (one course – 3 semester or 4-5 quarter units) ENGL 1500

Course from other college _____ College: _____

AP Exam: Date Taken _____ Score: _____

1B Critical Thinking-English Composition (one course – 3 semester or 4-5 quarter units) ENGL 1600*

Course from other college _____ College: _____

1C Oral Communication (CSU requirement only) (one course – 3 semester or 4-5 quarter units) SPCH 1507, 1511

Course from other college _____ College: _____

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

MATH 1500, 1520, 1540, 1560, 2100; ECON 1560; BSAD 1560; STAT 1510; PSYC 2200

Course from other college _____ College: _____

AP Exam: Date Taken _____ Score: _____

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

3A ARTS; ARTH 1500, 1510, 1520, 2030, 2040; DRAM 1510; MUSC 1510, 1520

Course from other college _____ College: _____

AP Exam: Date Taken _____ Score: _____

3B HUMANITIES: ENGL 2200, 2300, 2400, 2500, 2600, 2650, 2700, 2750; HUM 2010; PHIL 1501, 1531;

SPAN 1602*, 2001*, 2002*

Course from other college _____ College: _____

AP Exam: Date Taken _____ Score: _____

AREA 4: SOCIAL & BEHAVIORAL SCIENCES (At least 3 courses from at least 2 disciplines or an interdisciplinary sequence. 9 semester, 12-15 quarter units)

4A ANTH 1512, 1524

4E GEOG 1520

4I PSYC 1500, 2003, 2030, 2038, SOC 2038

4B ECON 2120, 2210

4F HIST 2202, 2204, 2210, 2231, 2232, 2270

4J SOC 1510, 2110, 2120

4D PSYC 2038, SOC 2038

4H POSC 1501, 2005

Course from other college _____ College: _____

AP Exam: Date Taken _____ Score: _____

AREA 5: PHYSICAL & BIOLOGICAL SCIENCES (At least 2 courses, one Physical Science course and one Biological Science course; at least one must include a laboratory. Courses in BOLD contain a laboratory component. 7-9 semester units, 9-12 quarter units)

5A PHYSICAL SCIENCES: ASTR 1511; BIOL 1513; CHEM 1510, 2211; ESCI 1520; GEOG 1510; GEOL 1500, 1501; PHYS 1510,

2201, 2221; PSCI 1520

Course from other college _____ College: _____

AP Exam: Date Taken _____ Score: _____

5B BIOLOGICAL SCIENCES: ANTH 1501; BIOL 1500, 1510, 2201, 2202, 2203, 2204, 2250, 2255, 2257, 2260, 2280

Course from other college _____ College: _____

AP Exam: Date Taken _____ Score: _____

5C LABORATORY: ASTR 1511; BIOL 1501, 2201, 2202, 2203, 2204, 2250, 2256, 2260, 2280; CHEM 1510, 2211; ESCI 1520;

GEOL 1500, 1501; PHYS 2221; PSCI 1520

AREA 6: LANGUAGE OTHER THAN ENGLISH (U.C. requirement only) (Proficiency equivalent to two years of high school study in the same language) This requirement is satisfied by completing one of the following options: Completed two (2) years of the same foreign language of high school work with a grade of "C" or better

(A copy of the High School transcripts must be attached or on file to verify completion). Courses: _____

 Earn a score of three (3) or higher on the Foreign Language Advanced Placement (AP) test

Date Taken: _____ Score: _____

 Achieved a score of 550 or higher on the College Board Achievement Test in Foreign Language

Date Taken: _____ Score: _____

6A Complete one of the following sem. courses: AMSL 1510, 2001; SPAN 1601, 1602*, 2001*, 2002* (other _____)

Note: Courses listed in multiple areas shall not be certified in more than one area except for courses in Languages other than English, which can be certified in both areas 3B and 6A.

 *CSU REQUIREMENT IN U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS

This is not an IGETC requirement; however, these courses should be completed prior to transferring to any CSU campus.

Complete two (2) courses, one from group 1 and one from group 2:

Group 1: HIST 2231, 2232

Group 2: POSC 1501

Taft College Summer 2016 Schedule

Course & #	Course Title	UNITS	Course & #	Course Title	UNITS
Prerequisite and/or Advisory			Prerequisite and/or Advisory		
(*) Section	Day(s)	Time	Instructor	Room	
* = Evening class			* = Evening class		

All courses are full-term unless otherwise noted

Administration of Justice

ADMJ 1503 Criminal Court Process 3.00 Unit(s)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

31331 40 Dist Ed Online Jiles, M. ON

ADMJ 1507 Community and the Justice System 3.00 Unit(s)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

31555 40 Dist Ed Online Jiles, M. ON

ADMJ 1509 Juvenile Procedures 3.00 Unit(s)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

31332 20 TR 01:10PM-04:15PM Jiles, M. G 05

Art

ART 1600 Basic Design 3.00 Unit(s)

Prerequisite: None; 32 hours lecture; 64 hours lab (96 hours total)

30905 20 MTW 10:40AM-11:50AM Smith, G. T 09

MTW 11:51AM-02:45PM Smith, G. T 09

Art History

ARTH 1500 Art Appreciation 3.00 Unit(s)

Prerequisite: Eligibility for English 1000 and Reading 1005; 48 hours lecture

30688 40 Dist Ed Online Smith, G. ON

ARTH 1520 Renaissance to Contemporary Art History 3.00 Unit(s)

Prerequisite: Eligibility for English 1500; 48 hours lecture

31329 40 Dist Ed Online Swenson, S. ON

Biology

BIOL 1500 Fundamentals of Biology 3.00 Unit(s)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

30894 40 Dist Ed Online Ashmore, A. ON

30895 41 Dist Ed Online Berry, W. ON

30004 42 Dist Ed Online Lytle, S. ON

31346 43 Dist Ed Online Lytle, S. ON

BIOL 1510 Fundamentals of Biology with Lab 4.00 Unit(s)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture; 48 hours lab (96 hours total)

31556 20 MTWR 09:10AM-10:35AM Jarrahan, A. SCI 02

MTWR 10:50AM-12:15PM Jarrahan, A. SCI 02

BIOL 2370 Basic Nutrition 3.00 Unit(s)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 48 hours lecture

30005 40 Dist Ed Online Headrick, D. ON

30933 41 Dist Ed Online Hickman, R. ON

Business

BUSN 1050 Business Mathematics 3.00 Unit(s)

Advisory: Eligibility for Mathematics 1050 strongly recommended; 48 hours lecture

31553 40 Dist Ed Online Layne, D. ON

BUSN 1500 Introduction to Business 3.00 Unit(s)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

30006 40 Dist Ed Online Layne, D. ON

BUSN 1510 Business Communication 3.00 Unit(s)

Prerequisite: Successful Completion of English 1500 with a grade of 'C' or better; 48 hours lecture

31333 40 Dist Ed Online Bledsoe, A. ON

Chemistry

CHEM 1510 Introductory College Chemistry 4.00 Unit(s)

Prerequisite: Eligibility for Mathematics 1060

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture; 48 hours lab (96 hours total)

31327 20 MTWR 09:10AM-10:35AM May, J. SCI 01

MTWR 10:45AM-12:10PM May, J. SCI 01

Computer Science

COSC 1603 Introduction to Word Processing - Microsoft Word 1.50 Unit(s)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture, 24 hours lab (40 hours total)

30691 40 Dist Ed Online Hall, D. ON

Dist Ed Online Hall, D. ON

COSC 1703 Introduction to Spreadsheets - Microsoft Excel 1.50 Unit(s)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture, 24 hours lab (40 hours total)

30692 40 Dist Ed Online Hall, D. ON

Dist Ed Online Hall, D. ON

COSC 2020 Introduction to Computer Information Systems 3.00 Unit(s)

Advisory: Eligibility for English 1500 strongly recommended; 32 hours lecture; 48 hours lab (80 hours total)

30592 40 Dist Ed Online Agundez, A. ON

Dist Ed Online Agundez, A. ON

Court Reporting

CTRP 1010 Beginning Machine Shorthand Theory and Lab I 5.00 Unit(s)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 64 hours lecture; 48 hours lab (112 hours total)

30135 20 MT 08:10AM-11:15AM Despain, L. NKTC

WR 08:10AM-10:30AM Despain, L. NKTC

(Course runs 06/06/2016 to 08/11/2016)

(Pass/No Pass basis only)

CTRP 1131 60 WPM Machine Shorthand Speed Building: Literary and Jury Charge 5.00 Unit(s)

Prerequisite: Court Reporting 1010

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours

31123 20 MTWR 08:10AM-02:30PM Despain, L. NKTC

(Course runs 06/06/2016 to 08/11/2016)

CTRP 1132 100 WPM Machine Shorthand Speed Building: Literary and Jury Charge 5.00 Unit(s)

Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1151 and 1161

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours

31124 20 MTWR 08:10AM-02:30PM Despain, L. NKTC

(Course runs 06/06/2016 to 08/11/2016)

Taft College Summer 2016 Schedule

Course & #	Course Title	UNITS				Course & #	Course Title	UNITS			
<i>Prerequisite and/or Advisory</i>						<i>Prerequisite and/or Advisory</i>					
(*) Section	Day(s)	Time	Instructor	Room		(*) Section	Day(s)	Time	Instructor	Room	
* = Evening class						* = Evening class					
CTRP 1133	140 WPM Machine Shorthand Speed	5.00 Unit(s)				CTRP 1152	120 WPM Machine Shorthand Speed	5.00 Unit(s)			
Building: Literary and Jury Charge						Building: Literary and Jury Charge					
<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1152 and 1162</i>						<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1132 and 1142</i>					
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>						<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>					
31125 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC		31131 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC	
(Course runs 06/06/2016 to 08/11/2016)						(Course runs 06/06/2016 to 08/11/2016)					
CTRP 1134	180 WPM Machine Shorthand Speed	5.00 Unit(s)				CTRP 1153	160 WPM Machine Shorthand	5.00 Unit(s)			
Building: Literary and Jury Charge						Building: Literary and Jury Charge					
<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1153 and 1163</i>						<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1133 and 1143</i>					
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>						<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>					
31126 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC		31132 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC	
(Course runs 06/06/2016 to 08/11/2016)						(Course runs 06/06/2016 to 08/11/2016)					
CTRP 1141	60 WPM Machine Shorthand Speed	5.00 Unit(s)				CTRP 1154	200 WPM Machine Shorthand Speed	5.00 Unit(s)			
Building: 2-Voice						Building: Literary and Jury Charge					
<i>Prerequisite: Court Reporting 1010</i>						<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1134 and 1144</i>					
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>						<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>					
31127 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC		31133 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC	
(Course runs 06/06/2016 to 08/11/2016)						(Course runs 06/06/2016 to 08/11/2016)					
CTRP 1142	100 WPM Machine Shorthand Speed	5.00 Unit(s)				CTRP 1161	80 WPM Machine Shorthand Speed	5.00 Unit(s)			
Building: 2-Voice						Building: 2-Voice					
<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1151 and 1161</i>						<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1131 and 1141</i>					
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>						<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>					
31128 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC		31134 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC	
(Course runs 06/06/2016 to 08/11/2016)						(Course runs 06/06/2016 to 08/11/2016)					
CTRP 1143	140 WPM Machine Shorthand Speed	5.00 Unit(s)				CTRP 1162	120 WPM Machine Shorthand Speed	5.00 Unit(s)			
Building: 4-Voice						Building: 2-Voice					
<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1152 and 1162</i>						<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1132 and 1142</i>					
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>						<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>					
31129 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC		31135 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC	
(Course runs 06/06/2016 to 08/11/2016)						(Course runs 06/06/2016 to 08/11/2016)					
CTRP 1144	180 WPM Machine Shorthand Speed	5.00 Unit(s)				CTRP 1163	160 WPM Machine Shorthand Speed	5.00 Unit(s)			
Building: 4-Voice						Building: 4-Voice					
<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1153 and 1163</i>						<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1133 and 1143</i>					
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>						<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>					
31137 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC		31136 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC	
(Course runs 06/06/2016 to 08/11/2016)						(Course runs 06/06/2016 to 08/11/2016)					
CTRP 1151	80 WPM Machine Shorthand Speed	5.00 Unit(s)				CTRP 1164	200 WPM Machine Shorthand Speed	5.00 Unit(s)			
Building: Literary and Jury Charge						Building: 4-Voice					
<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1131 and 1141</i>						<i>Prerequisite: Qualification by assessment process or successful completion of Court Reporting 1134 and 1144</i>					
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>						<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 256 lab hours</i>					
31130 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC		31138 20	MTWR	08:10AM-02:30PM	Despain, L.	NKTC	
(Course runs 06/06/2016 to 08/11/2016)						(Course runs 06/06/2016 to 08/11/2016)					

Taft College Summer 2016 Schedule

Course & #	Course Title	UNITS	Course & #	Course Title	UNITS
Prerequisite and/or Advisory			Prerequisite and/or Advisory		
(*) Section	Day(s)	Time	Instructor	Room	
* = Evening class			* = Evening class		
CTRP 1210	Proofreading for the Court Reporter	2.00 Unit(s)	ECON 2120	Principles of Economics - Micro	3.00 Unit(s)
<i>Co-requisite: Enrollment in Court Reporting 1030, 1040, 1050, and 1060</i>			<i>Prerequisite: Successful completion in Mathematics 1060 or high school intermediate algebra with a grade of 'C' or better</i>		
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 24 hours lecture; 24 hours lab (48 hours total)</i>			<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>		
30593 20 F	09:10AM-11:40AM	Despain, L.	NKTC	30901 40	Dist Ed Online
F	11:41AM-02:25PM	Despain, L.	NKTC		Bledsoe, A.
	(Course runs 06/06/2016 to 08/11/2016)				ON
	(Pass/No Pass basis only)				
<u>Criminal Justice Administration</u>			<u>English</u>		
CJA 2115	Patrol Procedures	3.00 Unit(s)	ENGL 0900	Intermediate Writing and Grammar	4.00 Unit(s)
<i>Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture</i>			<i>Prerequisite: Qualification by assessment process or successful completion of English 0800 with a grade of 'C' or better; 60 hours lecture; 16 hours lab (76 hours total)</i>		
31554 20 MW	10:10AM-01:25PM	Jiles, M.	G 05	* 30016 20 TWR	06:10PM-08:35PM
				* TWR	08:36PM-09:20PM
					Grimes, T.
					CL 730
					CL 730
<u>Dental Hygiene</u>			<u>ENGL 1000</u>		
DNTL 1054	Clinical Practice IV	1.00 Unit(s)	Interactive Writing and Grammar		
<i>Prerequisite: Acceptance into the Dental Hygiene Program, Dental Hygiene 2243; 48 clinic (lab) hours per semester to be arranged with the instructor</i>			<i>Prerequisite: Qualification by assessment process or successful completion of English 0900 or English as a Second Language 0900 with a grade of 'C' or better; 48 hours lecture</i>		
30010 20 M	08:10AM-12:00PM	Champion, D.	DH	30019 20 MW	01:10PM-04:20PM
M	01:10PM-05:00PM	Champion, D.	DH	30017 40	Dist Ed Online
T	08:10AM-12:00PM	Champion, D.	DH	30898 41	Dist Ed Online
T	08:10AM-12:00PM	Champion, D.	DH		Wallace, S.
T	01:10PM-05:00PM	Champion, D.	DH		Devine, W.
	(Course runs 05/24/2016 to 06/16/2016)				ON
	(Pass/No Pass basis only)(Dates of class are 5/24, 5/26, 5/31, 6/02, 6/09, 6/13, 6/14, 6/16)				ON
R	08:10AM-12:00PM	Champion, D.	DH		Kulzer-Reyes, K.
R	08:10AM-12:00PM	Champion, D.	DH		ON
R	01:10PM-05:00PM	Champion, D.	DH		ON
<u>Drama</u>			<u>ENGL 1500</u>		
DRAM 1535	Elementary Acting	3.00 Unit(s)	Composition and Reading		
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 48 hours lecture</i>			<i>Prerequisite: Qualification by assessment process or successful completion of English 1000 and Reading 1005 with grades of 'C' or better; 48 hours lecture</i>		
30711 20 MW	01:10PM-05:35PM	Golling, L.	T 13	* 30021 20 MW	06:10PM-09:20PM
	(Course runs 06/06/2016 to 07/14/2016)			30900 21 MW	01:10PM-04:20PM
				30023 40	Dist Ed Online
				30024 41	Dist Ed Online
				30459 42	Dist Ed Online
					Huddlestone, C.
					Devine, W.
					ON
					ON
					ON
					ON
<u>Early Care, Education and Family Studies</u>			<u>ENGL 1600</u>		
ECEF 1531	The Child in Family/Community Relationships	3.00 Unit(s)	Critical Thinking, Literature, and Composition		
<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>			<i>Prerequisite: Successful completion in English 1500 with a grade of 'C' or better; 64 hours lecture</i>		
30586 40	Dist Ed Online	Beasley, M.	ON	* 30899 20 MW	06:10PM-10:25PM
				30026 40	Dist Ed Online
				31567 41	Dist Ed Online
					Devine, W.
					ON
ECEF 1590	Health, Safety, and Nutrition	3.00 Unit(s)	ENGL 1700		
<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>			Introduction to Creative Writing		
30588 40	Dist Ed Online	Beasley, M.	ON	<i>Advisory: Successful completion of English 1500 with a grade of 'C' or better; 48 hours lecture</i>	
				31559 40	Dist Ed Online
					Dyer, G.
					ON
ECEF 1601	Diversity in Early Care, Education and Family Studies	3.00 Unit(s)	ENGL 2600		
<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>			World Literature I		
30587 40	Dist Ed Online	Roth, R.	ON	<i>Prerequisite: Successful completion in English 1500 with a grade of 'C' or better; 48 hours lecture</i>	
				31558 40	Dist Ed Online
					Dyer, G.
					ON
ECEF 1611	Children with Special Needs Birth to Adolescence	3.00 Unit(s)	<u>Geography</u>		
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 48 hours lecture</i>			GEOG 1510		
30687 40	Dist Ed Online	Beasley, M.	ON	Physical Geography	
				<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 48 hours lecture</i>	
				30716 30	Dist Ed Offline
				30893 31	Dist Ed Offline
					Ware, T.
					OFF
					Ware, T.
					OFF

Taft College Summer 2016 Schedule

Course & #	Course Title	UNITS				Course & #	Course Title	UNITS	
Prerequisite and/or Advisory			Prerequisite and/or Advisory			Prerequisite and/or Advisory			
(*) Section	Day(s)	Time	Instructor	Room	(*) Section	Day(s)	Time	Instructor	Room
* = Evening class			* = Evening class			* = Evening class			

Health Education

Please click the following link for additional course offerings: <http://www.westec.org>

HLED 1510 Principles of Healthful Living 3.00 Unit(s)

Prerequisite: None; 48 hours lecture

30036 20 TWR 02:10PM-04:45PM Maiocco, V. CL 730

(Course runs 06/06/2016 to 07/14/2016)

30038 40 Dist Ed Online Thompson, T. ON

30039 41 Dist Ed Online Thompson, T. ON

31561 42 Dist Ed Online Thompson, T. ON

HLED 1541 Medical Terminology 3.00 Unit(s)

Prerequisite: None; 48 hours lecture

30710 40 Dist Ed Online Headrick, D. ON

30924 41 Dist Ed Online Headrick, D. ON

History

HIST 2231 History of the United States to 1877 3.00 Unit(s)

Advisory: Successful completion of English 1500 strongly recommended; 48 hours lecture

30042 40 Dist Ed Online Altenhofel, J. ON

31348 41 Dist Ed Online Altenhofel, J. ON

31564 42 Dist Ed Online Altenhofel, J. ON

HIST 2232 History of the United States Since 1877 3.00 Unit(s)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

* 30044 20 TR 06:10PM-10:15PM Duncan, B. T 05

(Course runs 06/06/2016 to 07/14/2016)

30045 40 Dist Ed Online Mendoza, T. ON

31347 41 Dist Ed Online Mendoza, T. ON

Humanities

HUM 1500 Introduction to the Humanities 3.00 Unit(s)

Prerequisite: Eligibility for English 1000 and Reading 1005; 48 hours lecture

30046 40 Dist Ed Online Swenson, S. ON

30907 41 Dist Ed Online Swenson, S. ON

Industrial Ed Safety

Please click the following link for additional course offerings: <http://www.westec.org>

IES 1056 Electrical Standards 1.25 Unit(s)

Prerequisite: None; 20 hours lecture

* 31153 20 MW 06:10PM-08:25PM Thornsberry, D. G 08

(Course runs 06/06/2016 to 07/07/2016)

(Pass/No Pass basis with the option to receive a letter grade)

IES 1065 Machinery and Machine Guarding 1.50 Unit(s)

Prerequisite: None; 26 hours lecture

* 31154 20 MW 06:10PM-09:15PM Thornsberry, D. G 08

(Course runs 07/11/2016 to 08/04/2016)

(Pass/No Pass basis with the option to receive a letter grade)

Information Competency

INCO 1048 Information Competency and Bibliography 1.00 Unit(s)

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture

31338 40 Dist Ed Online Smith, M. ON

31339 41 Dist Ed Online Smith, M. ON

Mathematics

MATH 0230 Basic Mathematics 5.00 Unit(s)

Prerequisite: None; 80 hours lecture

30068 40 Dist Ed Online Martinez, M. ON

MATH 0240 Pre-algebra 5.00 Unit(s)

Prerequisite: Qualification by assessment process or completion of Mathematics 0230 or one year of high school basic mathematics with a grade of 'C' or better; 80 hours lecture

30887 41 Dist Ed Online Getty, S. ON

31149 42 Dist Ed Online Reynolds, J. ON

MATH 1050 Elementary Algebra 4.00 Unit(s)

Prerequisite: Qualification by assessment process or completion of Mathematics 0240 with a grade of 'C' or better

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 64 hours lecture

30723 20 TWR 09:10AM-12:00PM Leonzo, H. SCI 07

30073 40 Dist Ed Online Payne, R. ON

30072 42 Dist Ed Online Jones, D. ON

MATH 1060 Intermediate Algebra 4.00 Unit(s)

Prerequisite: Qualification by assessment process or completion of Mathematics 1050 or one year of high school algebra with a grade of 'C' or better

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 64 hours lecture

30889 20 TWR 09:10AM-12:00PM Taylor, D. SCI 06

30077 40 Dist Ed Online Getty, S. ON

30076 41 Dist Ed Online Jones, D. ON

31148 42 Dist Ed Online Reynolds, J. ON

31345 43 Dist Ed Online Payne, R. ON

MATH 1530 Plane Trigonometry 3.00 Unit(s)

Prerequisite: Successful completion of Mathematics 1060 or the equivalent; 48 hours lecture

31328 40 Dist Ed Online Martinez, M. ON

(Course runs 06/06/2016 to 08/11/2016)

Music

MUSC 1510 Music Appreciation 3.00 Unit(s)

Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture

30078 40 Dist Ed Online Smith, L. ON

31563 41 Dist Ed Online Smith, L. ON

Petroleum Technology

Please click the following link for additional course offerings: <http://www.westec.org>

Physical Education

PHED 1523 Beginning Weight Lifting and Physical Fitness 1.00 Unit(s)

Prerequisite: None; 48 lab hours

30914 20 MTWR 07:10AM-08:35AM Ferguson, B. GYM

PHED 1528 Beginning Volleyball 1.00-2.00 Unit(s)

Prerequisite: None; 48 lab hours for 1 unit; or 96 lab hours for 2 units

30080 20 MTWR 02:10PM-06:20PM Bandy, I. GYM

(Course runs 08/01/2016 to 08/18/2016)

(For Summer 2016 this course is offered for 1 unit)

PHED 1529 Water Aerobics 1.00 Unit(s)

Prerequisite: None; 48 lab hours

* 30081 20 MTWR 05:40PM-07:05PM Waugh, V. NAT

Taft College Summer 2016 Schedule

Course & #	Course Title	UNITS			Course & #	Course Title	UNITS		
Prerequisite and/or Advisory					Prerequisite and/or Advisory				
(*) Section	Day(s)	Time	Instructor	Room	(*) Section	Day(s)	Time	Instructor	Room
* = Evening class					* = Evening class				
PHED 1542	Beginning Soccer	1.00-2.00 Unit(s)			Political Science				
<i>Prerequisite: None; 48 lab hours for 1 unit; 96 lab hours for 2 units</i>					POSC 1501	Government			3.00 Unit(s)
30085 20	MTWR	08:40AM-10:00AM	Cutrona, A.	FIELD	<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>				
	MTWR	02:40PM-05:05PM	Cutrona, A.	FIELD	* 30087 20	TR	06:10PM-10:15PM	Villa, W.	T 15
		(Course runs 08/01/2016 to 08/18/2016)					(Course runs 06/06/2016 to 07/14/2016)		
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			30086 40		Dist Ed Online	Combs, N.	ON
30084 21	MTWR	07:00AM-08:30AM	Cutrona, M.	FIELD	30722 41		Dist Ed Online	Combs, N.	ON
	MTWR	12:20PM-02:35PM	Cutrona, M.	FIELD	31349 42		Dist Ed Online	Pease, H.	ON
		(Course runs 08/01/2016 to 08/18/2016)			31562 43		Dist Ed Online	Combs, N.	ON
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			Psychology				
PHED 1623	Intermediate Weight Lifting and Physical Fitness	1.00 Unit(s)			PSYC 1500	Introduction to Psychology			3.00 Unit(s)
<i>Prerequisite: Successful completion of PHED 1523 with a grade of C or better; 48 lab hours</i>					<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>				
30930 20	MTWR	07:10AM-08:35AM	Ferguson, B.	GYM	* 30092 20	TR	06:10PM-10:15PM	Wells, L.	T 14
		(Course runs 06/06/2016 to 07/14/2016)			30720 40		Dist Ed Online	Oja, M.	ON
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			30721 41		Dist Ed Online	Oja, M.	ON
PHED 1629	Intermediate Water Aerobics	1.00 Unit(s)			PSYC 2003	Child Growth and Development			3.00 Unit(s)
<i>Prerequisite: Successful completion of PHED 1529 with a grade of C or better; 48 hours lab</i>					<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>				
* 30926 20	MTWR	05:40PM-07:05PM	Waugh, V.	NAT	30093 40		Dist Ed Online	Roth, R.	ON
PHED 1723	Advanced Weight Lifting and Physical Fitness	1.00 Unit(s)			31151 41		Dist Ed Online	Romley, M.	ON
<i>Prerequisite: Successful completion of PHED 1623 with a grade of C or better; 48 lab hours</i>					PSYC 2200	Elementary Statistics for the Behavioral and Social Sciences			4.00 Unit(s)
30931 20	MTWR	07:10AM-08:35AM	Ferguson, B.	GYM	<i>Prerequisite: Qualification by assessment process or successful completion of Mathematics 1060 with a grade of 'C' or better or equivalent</i>				
		(Course runs 06/06/2016 to 07/14/2016)			<i>Advisory: Eligibility for English 1500 strongly recommended; 64 hours lecture</i>				
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			* 30095 20	TWR	06:10PM-09:40PM	Jacobi, V.	G 09
PHED 1728	Offseason Intercollegiate Volleyball	1.00-2.00 Unit(s)			(Course runs 06/06/2016 to 07/14/2016)				
<i>Prerequisite: None; 48 lab hours for 1 unit; 96 lab hours for 2 units</i>					Sociology				
30925 20	MTWR	02:10PM-06:20PM	Bandy, I.	GYM	SOC 1510	Introduction to Sociology			3.00 Unit(s)
		(Course runs 08/01/2016 to 08/18/2016)			<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>				
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			30718 40		Dist Ed Online	VanRy, V.	ON
PHED 1729	Advanced Water Aerobics	1.00 Unit(s)			31350 41		Dist Ed Online	Varela, V.	ON
<i>Prerequisite: Successful completion of PHED 1629 with a grade of C or better; 48 hours lab</i>					31566 42		Dist Ed Online	VanRy, V.	ON
* 30927 20	MTWR	05:40PM-07:05PM	Waugh, V.	NAT	SOC 2110	Minority Group Relations			3.00 Unit(s)
		(Course runs 06/06/2016 to 07/14/2016)			<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>				
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			30719 40		Dist Ed Online	Varela, V.	ON
PHED 1742	Offseason Intercollegiate Soccer	1.00-2.00 Unit(s)			30915 41		Dist Ed Online	VanRy, V.	ON
<i>Prerequisite: None; 48 lab hours for 1 unit; 96 lab hours for 2 units</i>					Spanish				
30928 20	MTWR	08:40AM-10:00AM	Cutrona, A.	FIELD	SPAN 1601	Elementary Spanish I			4.00 Unit(s)
	MTWR	02:40PM-05:05PM	Cutrona, A.	FIELD	<i>Prerequisite: None; 64 hours lecture</i>				
		(Course runs 08/01/2016 to 08/18/2016)			30102 40		Dist Ed Online	Martinez, J.	ON
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			30908 41		Dist Ed Online	Martinez, J.	ON
30929 21	MTWR	07:00AM-08:30AM	Cutrona, M.	FIELD	31351 42		Dist Ed Online	Martinez, J.	ON
	MTWR	12:20PM-02:35PM	Cutrona, M.	FIELD	SPAN 1602	Elementary Spanish II			4.00 Unit(s)
		(Course runs 08/01/2016 to 08/18/2016)			<i>Prerequisite: Successful completion in Spanish 1601 or two years of high school spanish with a grade of 'C' or better; 64 hours lecture</i>				
		(For Summer 2016 this course is offered for 1 unit)(The passing of medical and physical examinations and the consent of the coach are necessary before enrollment.)			30105 40		Dist Ed Online	Martinez, J.	ON
PHED 1823	Elite Weight Lifting and Physical Fitness	1.00 Unit(s)			Speech				
<i>Prerequisite: Successful completion of PHED 1723 with a grade of C or better; 48 lab hours</i>					SPCH 1511	Fundamentals of Speech			3.00 Unit(s)
30932 20	MTWR	07:10AM-08:35AM	Ferguson, B.	GYM	<i>Advisory: Eligibility for English 1500 strongly recommended; 48 hours lecture</i>				

Taft College Summer 2016 Schedule

Course & #	Course Title	UNITS	Course & #	Course Title	UNITS
<i>Prerequisite and/or Advisory</i>			<i>Prerequisite and/or Advisory</i>		
(*) Section	Day(s)	Time	Instructor	Room	Room
* = Evening class			* = Evening class		
* 30106 20	TR	06:10PM-10:15PM	Graupman, G.	T 12	WELD 1500 Welding Processes 3.00 Unit(s) <i>Advisory: Eligibility for English 1000, Reading 1005 and Mathematics 1050 strongly recommended; 32 hours lecture; 64 hours lab (96 hours total)</i> * 31334 20 TWR 06:10PM-07:15PM Avila, H. ITEC 1 * TWR 07:16PM-09:20PM Avila, H. ITEC 1 (Course runs 06/06/2016 to 08/11/2016) (\$50.00 Welding material fee. Students are expected to have certain materials and supplies for this course. Instructor will go over first day of class)(Classroom located at 809 Black Gold Court, Taft, CA 93268)
		(Course runs 06/06/2016 to 07/14/2016)			
30712 21	MW	08:10AM-12:35PM	Golling, L.	T 13	
		(Course runs 06/06/2016 to 07/14/2016)			
30910 22	TR	01:10PM-05:15PM	Graupman, G.	T 12	
		(Course runs 06/06/2016 to 07/14/2016)			
31565 23	MW	08:10AM-12:35PM	McDaniel, S.	T 12	
		(Course runs 06/06/2016 to 07/14/2016)			

Statistics

STAT 1510	Elementary Statistics	5.00 Unit(s)
<i>Prerequisite: Successful completion in Mathematics 1060 or the equivalent; 80 hours lecture</i>		
30107 40	Dist Ed Online	Jean, B. ON (Course runs 06/06/2016 to 08/11/2016)
31344 41	Dist Ed Online	Jean, B. ON (Course runs 06/06/2016 to 08/11/2016)

Student Success

STSU 1001	Educational Planning	1.00 Unit(s)
<i>Prerequisite: None; 16 hours lecture</i>		
31144 40	Dist Ed Online	Duron, C. ON
STSU 1016	College Survival	1.00 Unit(s)
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture</i>		
31551 21	TR	10:15AM-12:15PM Chaidez, J. T 15 HYBRID Chaidez, J. ON (Course runs 08/01/2016 to 08/18/2016) (Plus arrange 3 hours 50 mins of lecture online per week)
STSU 1017	Becoming A Successful Online Student	1.00 Unit(s)
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture</i>		
31340 40	Dist Ed Online	Rangel-Escobedo, J. ON (Pass/No Pass basis only)
STSU 1018	Career and Major Exploration	1.00 Unit(s)
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 16 hours lecture</i>		
31549 40	Dist Ed Online	Furman, T. ON (Pass/No Pass basis only)
STSU 1019	Career/Life Planning	2.00 Unit(s)
<i>Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended; 32 hours lecture</i>		
31550 40	Dist Ed Online	Furman, T. ON (Pass/No Pass basis only)

Tutoring

TUTR 0260	Supervised Tutoring	0.00 Unit(s)
<i>Prerequisite: None; unlimited hours</i>		
31159 20	ARRANGED HOURS	Smith, T. ARR (Course runs 06/06/2016 to 08/11/2016) (Arrange tutoring hours in the library)(In order to enroll in this section please contact counseling at 661-763-7748)

Welding