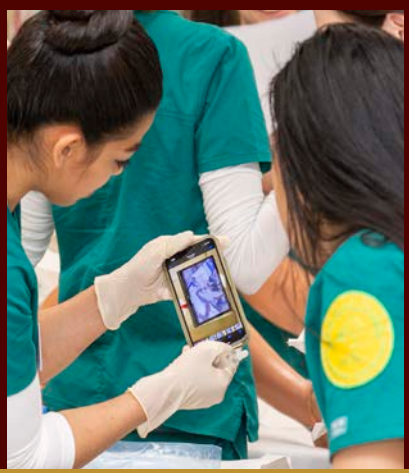
CATALOG
2020/2021



NAPA VALLEY COLLEGE

NAPA VALLEY COLLEGE CATALOG 2020-2021

Foreword

Napa Valley College publishes a new catalog every year. The information published in this catalog is effective for the academic year beginning Fall 2020 through Summer 2021.

Catalog Rights

Students have two options regarding the requirements for the Associate Degree (graduation requirements):

1. They are eligible to graduate under the catalog in effect at the time they petition to graduate, whether or not they maintain continuous enrollment at the college; or
2. Students may elect to graduate under the catalog in effect during their initial enrollment at Napa Valley College if they maintain continuous enrollment (by taking at least one course each academic year—fall or spring semester).

Catalog rights do not apply to modifications to entrance requirements for programs (e.g., ADN, Respiratory Therapy, etc.) or program prerequisites. For more information regarding catalog rights, please contact the Counseling Department (http://www.napavalley.edu/studentaffairs/Counseling/Pages/counselingservices.aspx).

Statement of Assurance

Every effort is made to ensure that the course information, applicable policies, and other materials presented in the Napa Valley College Catalog are accurate and current. In the event a correction or update is warranted, a catalog addendum will be published electronically and will be available for download on the Academic Affairs website (http://www.napavalley.edu/academics/Catalog/Pages/Current%20Catalog.aspx).

Campus Contact Information

Napa Valley College
2277 Napa Vallejo Highway
Napa CA 94558
707-256-7000
www.napavalley.edu (http://www.napavalley.edu/Pages/default.aspx)

Accreditation

Institutional

Napa Valley College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (ACCJC/WASC), which is an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. The contact information of the ACCJC is provided below:

Accrediting Commission for
Community and Junior Colleges
10 Commercial Boulevard, Suite 204
Novato, California 94949
Phone: (415) 506-0234
www.accjc.org (http://www.accjc.org)

Programmatic

The following Napa Valley College programs are accredited or approved by programmatic accrediting or certification bodies, which are responsible to determine license/certification eligibility.

Board of Registered Nursing
1747 N. Market Blvd., Suite 150
Sacramento, CA 95834-1924
Phone: (916) 322-3350

Board of Vocational Nursing and Psychiatric Technicians
Suite 205
2535 Capitol Oaks Drive
Sacramento, CA 95833
Phone: (916) 263-7800

Commission on Accreditation for Respiratory Care
1248 Harwood Road
Bedford, TX 76021-4244
Phone: (817) 283-2835

Commission on Accreditation of Allied Health Education Programs
25400 U.S. Highway 19 North, Suite 158
Clearwater, FL 33763
Phone: (727) 210-2350

California Commission on Peace Officer Standards and Training
860 Stillwater Road, Suite 100
West Sacramento, CA 95605
Phone: (916) 227-3909

Board of State and Community Corrections
(Standardized Training for Corrections)
2590 Venture Oaks Way Suite 200
Sacramento, CA 95833
Phone: (916) 445-5073

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ABOUT NVC

Overview

Superintendent/President's Message

Welcome to Napa Valley College, where our mission is to prepare students for their roles in a diverse, dynamic, and interdependent world. Napa Valley College is a leading community college – twice ranked the best in California – as it continues its legacy of innovation. Our mission is to be an open-access, degree-and certificate-granting institution that is committed to student achievement through high-quality programs and support services. Our dedicated faculty and staff are focused on student learning. Transfer courses, career-technical education, Associate Degrees, training in basic skills, and self-supporting community and contract education are important elements in the comprehensive Napa Valley College experience.

Our beautiful and one-of-a-kind 'Campus in the Vineyards' provides an academically rich, multicultural learning experience designed to prepare you to realize your goals, pursue meaningful lifework, and to be a socially responsible contributor to your local and global community.

I invite you to stroll our campus, enjoy our vistas, appreciate our waterways and vineyards, experience the arts in our world-class Performing Arts Center, taste our foods at the Upper Valley Campus Cooking School, study in the McCarthy Library, or simply relax in the campus glade amidst old growth redwoods and oak trees.

Although you may just now be joining the Napa Valley College family, it is clearly the right time to gain the valuable education and training that our college can provide in your journey toward gaining the knowledge and skills necessary to compete and thrive in an increasingly technological and culturally diverse world.

Along with our outstanding faculty and staff, I am dedicated to supporting you in choosing Napa Valley College!

All the Best,
Dr. Ronald Kraft
Superintendent/President

History

Dedicated to educational excellence and student success since opening in 1942, Napa Valley College has a rich tradition of educating generations of Napa Valley residents. In addition, the college's state-of-the-art facilities attract students from a wide geographic area who want to take advantage of programs not offered elsewhere in the region.

At Napa Valley College students can continue their education, prepare for transfer to a four-year college or university, train for a new career, upgrade current job skills or take classes for personal enrichment.

The citizens of Napa County made a clear commitment to higher education in 1941 when they passed a bond issue to establish Napa Junior College. One year later, Napa Junior College was founded as part of the Napa Union High School District. The first year of World War II marked the college's first class—of just 16 students—only one of whom was male.

Once the war was over, GIs flooded into the new college seeking educational opportunity. During 1948-49, a modern new college was built next to the high school.

The community reaffirmed its commitment to the local college in 1962 by passing a bond issue to buy land and build a new college campus on land previously occupied by the Napa State Hospital. After 23 years, the college had its own campus, its own school district, and an enrollment of 1,771 students. It renamed itself Napa College and continued to grow its student body on the site it continues to occupy to this day.

In 1982, Napa College changed its name to Napa Valley College. The official opening of a permanent Upper Valley Campus in St. Helena in the fall of 1994 brought educational opportunities closer to home for upper valley residents and added new dimensions to the college curriculum. As of 2017, the college now serves over 9,000 students.

Mission and Values

Napa Valley College, as part of the California Community College System, provides open access to higher education.

Mission

Napa Valley College prepares students for evolving roles in a diverse, dynamic, and interdependent world. The college is an accredited open-access, degree- and certificate-granting institution that is committed to student achievement through high- quality programs and services that are continuously evaluated and improved. The college serves students and the community in the following areas: transfer courses, career-technical education and training, basic skills, and self-supporting contract education and community education classes.

Values

Napa Valley College is a community of people excited about learning, where students are first and foremost in everything the college does. NVC values, models, and encourages:

- Student Success
- Honesty
- Creativity
- Integrity
- Adaptability
- Inclusivity
- Responsibility
- Openness To New Ideas
- Respect For Others
- Health And Wellness

NVC Institutional Learning Outcomes

Students who receive a degree from Napa Valley College will demonstrate Institutional, Program and Course level learning outcomes.

All college disciplines, programs, and services map their course- and program-level learning outcomes to one or more of the Institutional level outcomes. This ensures that students are given opportunities to develop their skills and strengthens alignment between course, program, and institutional outcomes.

The following are the institutional level outcomes for Napa Valley College students.

1. Communication & Collaboration
2. Critical Thinking & Information Competency
3. Global Awareness & Civic Responsibility
4. Personal Responsibility

Institutional level outcomes are intended to identify: Napa Valley College's expectations of itself and its graduates; general skills that degree recipients will obtain through the course of their studies; general skills that students will obtain as a result of completing the General Education pattern; building blocks that contribute to attainment of the general skill areas; and a common set of goals across courses, programs, and services.

Constituent Groups

Administrators

Administrators of Napa Valley College manage the resources, tasks and communications involved in running our institution. The goal of the administrator is to keep the institution's overall processes flowing smoothly, making decisions that facilitate education. Our administrators identify and articulate our institution's mission and goals and make them happen by implementing programs, delegating tasks and allocating resources.

Board of Trustees

The Napa Valley Community College District is under the control of a Board of Trustees composed of seven community members. Elected from within established areas of the district, trustees serve four-year terms. In addition, students are represented by a student trustee, who is selected annually by the Associated Students of Napa Valley College. The student trustee can make and second motions and has an advisory vote on all public session items. The Board meets at least once each month, and meeting agendas and minutes are posted in accordance with California law on the BoardDocs (https://www.boarddocs.com/ca/nvccd/Board.nsf/Public/) webpage and in the McPherson Administration Building 1500.

Classified Professionals

Napa Valley College classified professionals are a diverse assembly of support staff who are dedicated to the success of students. Often a student's first college contact is with a classified professional who assists students in their academic journey by providing services in many areas of matriculation, registration, financial aid, career planning, instructional support, campus beautification, and safety.

Faculty

The community college is acknowledged by educators throughout the country for providing superior undergraduate education, crediting the emphasis on outstanding teaching. The Napa Valley College faculty upholds this tradition.

Napa Valley College faculty members are selected for their academic excellence and genuine interest in students. They have a profound respect for the abilities, needs, and dreams of every individual they teach. They have diverse backgrounds, but share a love of learning and a desire to pass it on to their students. Our faculty keep abreast of the most effective teaching methods. They are creative, innovative, and hold high standards for their own scholarship. They support a learning process which continues throughout life.

Students

The profile of a Napa Valley College student has changed over the history of the college. Our first students entered after high school and studied full-time. Today's student body is diverse in age, race/ethnicity, family status, years elapsed since high school, and educational goals. Our students also have much in common: they are bright, inquiring and goal oriented. They share a strong belief in education as a means of improving their lives.

These statistics translate to NVC classrooms enriched by diversity. The college values diversity in its student body, faculty, staff, and its curriculum. Individual differences are respected and valued in all parts of the NVC campus, allowing the college to receive federal status as a Hispanic-Serving Institution Title V grant.

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Administration

President's Area

Superintendent/President - Dr. Ronald Kraft
Associate Vice President, Human Resources, Training and Development - Charo L. Albarrán
Senior Dean, Research, Planning and Institutional Effectiveness - Dr. Robyn Wornall
Director, Office of Institutional Advancement and College Foundations - Carollee Cattolica
Public Information Officer - Holly Dawson
Manager, Communications and Marketing - Scott Allen
Manager, Training and Development - Christina Rivera
Executive Coordinator to the Superintendent/President and the Board of Trustees - Katherine Kittel
Executive Assistant to the Superintendent/President - Kathy Wright

Academic Affairs

Assistant Superintendent/Vice President, Academic Affairs - Dr. Sara Parker
Senior Dean, Arts and Sciences - Dr. Robert Van Der Velde
Senior Dean, Career Education and Academic Pathways - *Vacant*[1]
Senior Dean, Health and Safety - Robert Harris
Senior Dean, Language Arts, Library, and Social Sciences - María L. Villagómez
Director, Career Pathways - Shawntel Ridgle
Director, Criminal Justice Training Center - Damien Sandoval
Director, Library Services - Brian Lym
Associate Dean, Economic Workforce Development - Charles Monahan
Associate Dean, Kinesiology, Athletics and Dance - Jerry Dunlap
Assistant Director, Criminal Justice Training Center - Paul Bradshaw
Senior Manager, Accounting - Wendy Nucho
Senior Manager, Napa and Sonoma Small Business Development Centers - Mary Cervantes
Manager, Healthcare Workforce Training Center - Barbara Brock
Technical Director, Performing Arts - Matthew Cowell
Executive Assistant to the Assistant Superintendent/Vice President, Academic Affairs - Cristine Tapia

Administrative Services

Assistant Superintendent/Vice President, Administrative Services - Robert Parker
Controller, Business Services - Eresa Puch
Senior Director, Facilities Services - Matthew Christensen
Senior Director, Institutional Technology - Eric Houck
Assistant Director, Facilities Services - William Silver
Senior Manager, Payroll - Imelda Basco
Executive Assistant to the Assistant Superintendent/Vice President, Administrative Services - Solange Kada

Student Affairs

Assistant Superintendent/Vice President, Student Affairs - Oscar De Haro
Senior Dean, Counseling Services and Student Success - Howard Willis
Senior Dean, Financial Aid/EOPS/Pre-College TRIO Programs - Patricia Morgan
Senior Dean, Student Affairs - Robin Darcangelo
Chief of Police - Amber Wade
Dean, Disability Support Programs and Services (DSPS) - Sheryl Fernandez
Dean, Enrollment and Outreach Services - Jessica Erickson
Director, Equity and Inclusivity - *Vacant*[1]
Director, Student Health Services - Nancy Tamarisk
Senior Manager, Talent Search - Ramon Salceda
Senior Manager, Title V Hispanic Serving Institutions (HSI) Grant Project - Christopher Farmer
Senior Manager, Welcome Center and Student Engagement - Jolie Brown
Associate Dean, MESA and STEM Programs - Luis Alcazar
Manager, Student Life - Ben Quesada
Manager, Testing and Tutoring Center - Michele Villante
Executive Assistant to the Assistant Superintendent/Vice President, Student Affairs - Martha Navarro

[1] Inquiries should be directed to the vice president of the area.

Board of Trustees

The Board of Trustees has been entrusted with the responsibility of protecting and developing one of the greatest resources a community can have - access to higher education for its residents and their families. It is our hope and belief that students educated at Napa Valley College will lead enriched personal and professional lives and that they will, in turn, make their unique contribution to this community and to the world in which we live.

Jennifer Baker, District I
Jeff Dodd, District II
Elizabeth Goff, District III
Kyle Iverson, District IV
Michael Baldini, District V
Rosaura Segura, District VI
Rafael Rios, District VII
Vacant, Student Trustee

ACADEMIC CALENDAR

Fall Semester 2020

Date	Event
August 3rd-11th, 2020	Non-instructional Days (Campus Open)
August 12th-13th, 2020	Flex Days
August 14th, 2020	First Day of Fall Classes
September 7th, 2020	Labor Day
November 11th, 2020	Veteran's Day
November 25th, 2020	Non-Instructional Day (Campus Open)
November 26th, 2020	Thanksgiving Day
November 26th-28th, 2020	Thanksgiving Recess (Campus Closed)
December 14th-19th, 2020	Final Exam Days
December 19th, 2020	Last Day of Classes
December 20th, 2020- January 3rd, 2021	Fall Recess
December 25th, 2020	Christmas Day

Spring Semester 2021

Date	Event
January 1st, 2021	New Year's Day
January 4th-15th, 2021	Non-instructional days (Campus Open)
January 18th, 2021	Martin Luther King Day
January 19th, 2021	Flex Day
January 20th, 2021	First Day of Spring Classes
February 12th, 2021	Non-Instructional Day (Campus Open)
February 15th, 2021	President's Day
March 29th-April 3rd, 2021	Spring Recess
April 2nd, 2021	Cesar Chavez Day (Campus Closed)
May 24th-29th, 2021	Final Exam Days
May 27th, 2021	Commencement
May 29th, 2021	Last Day of Classes
May 31st, 2021	Memorial Day (Campus Closed)

Summer Session 2021*

Date	Event
June 1st-10th, 2021	Non-instructional days (Campus Open)
June 14th, 2021	Start of Summer Session
July 1st, 2021	Independence Day Observed (Campus Closed)
July 4th, 2021	Independence Day Holiday
July 22nd, 2021	End of 6-week summer session
August 5th, 2021	End of 8-week summer session

*Napa Valley College is closed on Fridays during the summer session.

COLLEGE POLICIES

Overview

Napa Valley College students are expected to familiarize themselves with all academic policies. The policies and procedures on this page allow students to clearly understand their rights and responsibilities related to learning and teaching across campus.

Students seeking clarity on policies and procedures beyond those covered in this page should refer to the NVC Board Policy Manual (https://go.boarddocs.com/ca/nvccd/Board.nsf/Public/) or consult with the appropriate office.

General Academic Policies

Academic Freedom

The exercise of Academic Freedom protects the rights of teachers to teach and the rights of students to learn in an environment free from censorship, coercion and other undue restrictions. The NVC community believes that scholarly inquiry is a conversation enriched by diverse voices, backgrounds, and ideas. We promote free discussion and access to information, and respect the new ideas formed in these pursuits. All members of the academic community should be free to assert their ideas and points of view without fear of reprisal.

Reference: NVC BP 4030 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQEE68F0F3)

Basic Skills Limitation

***Limitation*.** Students are limited to completing no more than 30 units of courses identified as "Pre-collegiate Basic Skills" while enrolled at NVC. Basic skills courses are defined as one or more levels below college level English and one or more levels below intermediate algebra. NVC lists the following as its Basic Skills courses: ENGL-12, ENGL-13, ENGL-16, ENGL-17, ENGL-18, ENGL-19, ENGL-84, ENGL-85, ENGL-90, ENGL-95, ENGL-96, ENGL-97, ESL-54, ESL-55, ESL-60, ESL-65, ESL-70, ESL-75, ESL-80, ESL-85, ESL-106, ESL-110, LRNS-60, MATH-50, MATH-51, MATH-52, MATH-53, MATH-54, MATH-55, MATH-83, MATH-85, MATH-86, MATH-90, MATH-92, MATH-93, MATH-94, MATH-95, MATH-96, MATH-97, MATH-98, MATH-99.

Exemptions. The following students are exempted from the limitation on basic skills enrollment.

1. Students enrolled in English as a Second Language (ESL) courses
2. Students identified by the District as having a learning disability as defined in Title 5 § 56036

Students do not lose their exemption status if they are unable to enroll in the next higher level ESL course due to closed enrollment. Students with documented disabilities may petition the Admissions and Records Office for exemption status on a case-by-case basis.

Reference: Title 5 § 55035 - Remedial Coursework Limit

Academic Accommodations

Accommodations (also referred to as academic adjustments and auxiliary aids and services) are provided to students who have a limitation in the educational setting as a result of disability. Examples of accommodations include:

- Extended time on exams
- Distraction-reduced examination setting
- Note-taking assistance in classes
- Reader or scribe on exams
- Recorded lectures
- Tutoring
- Interpreters
- Preferential seating
- Spell check devices
- Calculators
- Audio Books
- Speech to text (for writing)
- Priority registration

Reference: Disability Support Programs and Services (DSPS) (http://www.napavalley.edu/studentaffairs/DSPS/Pages/default.aspx)

Distance Education

Another facet of the NVC experience is distance learning or online education. Distance learning students and teachers engage in a cooperative learning experience by accessing a virtual classroom, utilizing a variety of web-based technologies, such as websites, videos, group discussions and projects. Students partake in an interactive style of learning that harnesses the distinctive knowledge and life experiences of each participant.

Distance Education is defined as any part of a course's instruction in which the instructor and student are separated by distance and interact through the assistance of communication technology. At NVC, distance education classes include both fully online and hybrid (elements of online and in-class work combined at discretionary proportions) courses.

Reference: NVC AR 4105

Institutional Learning Outcomes

Institution-Level Outcomes (ILOs) are the Student Learning Outcomes (SLOs) that NVC has defined at the institutional level. The ILOs identify the most important, general skills that students who receive a degree should acquire while attending NVC.

Students who receive a degree from NVC are expected to demonstrate the following:

- Communication & Collaboration
- Critical Thinking & Information Competency
- Global Awareness & Civic Responsibility
- Personal Responsibility

Reference: Office of Research, Planning, and Institutional Effectiveness (http://www.napavalley.edu/AboutNVC/Planning/SLO/Pages/InstitutionalLearningOutcomes.aspx)

Students' Rights and Responsibilities

Academic Honesty. In order to maintain the highest academic standards of honesty, NVC students are expected to ensure that their academic work be of their own making. Failure to abide by this standard of conduct is considered to be academic dishonesty.

Upon the first infraction of academic dishonesty, the instructor may do one or more of the following:

- Give a lower or failing grade on the assignment or exam
- Refer the student to the Vice President of Student Affairs for student disciplinary action

In the event of a second infraction, upon consultation with the Division Dean, the instructor may do one or more of the following:

- Fail the student from the course
- Refer the student to the Vice President of Student Affairs for student disciplinary action

If the student believes he/she is unjustly accused, he/she may appeal the decision to the Vice President of Academic Affairs, or follow the student grievance process through the Office of Student Affairs.

Reference: NVC BP 5505 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BJXUJ27C38B5)

Standards of Student Conduct. Students who enroll at NVC are expected to respect the rights of all individuals in the campus community. Every individual operating within the law is guaranteed his/her basic freedoms.

Students may participate in demonstrations or protests as long as they do not prevent or restrict students, faculty members, or other employees of Napa Valley College from pursuing the normal functions essential to the well-being of the college. No person is to endanger the safety of others or the security of college property. Students are expected to obey all local, state, and federal laws and the campus regulations required for the effective operation of Napa Valley College.

The Standards of Student Conduct provide uniform procedures to assure due process when a student is charged with a violation of these standards. All proceedings held in accordance with these regulations shall relate specifically to an alleged violation of the established Standards of Student Conduct.

Reference: NVC BP 5500 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGS74713E7E)

Student Complaint and Grievance Procedure

The district believes that all students shall be afforded fair and equitable treatment in the application of all district procedures and regulations. Students who claim that there has been a violation or misapplication of the procedures or regulations set forth in the college catalog, board policies, or operating procedures of the college district or who claim misapplication or denial of student due process may file a grievance.

The Napa Valley College Student Grievance and Complaint Procedures are provided as a means for students to resolve grievances and complaints in an expeditious and fair manner, as well as to educate students in constructive approaches to problem and conflict resolution. It is the policy of the Board of Trustees that there shall be no harassment of or retaliation towards students who file a grievance or complaint, toward the subject of the grievance, or toward those who participate in the process. All proceedings held in accordance with these procedures shall relate to a specific grievance or complaint, with an identified remedy or solution. Nothing in the district procedures prevents the grievant or subject of the grievance from appealing to the Board of Trustees.

Reference: NVC BP 5530 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGSAM71C314)

General Guidelines for Student Complaints:

1. The complainant/grievant must first address the concern directly to the individual or office in violation of NVC policies and/or regulations.
2. All complaints, except for those relating to harassment or discrimination, must be filed during the semester in which the alleged problem occurred.
3. A grade assigned by an instructor is not a grievable matter and are final, except in cases of "mistake, fraud, bad faith, or incompetence" as outlined in the CA Education Code § 76224.

Students who believe that their rights have been violated based on alleged action or decision of the Napa Valley Community College District may file a grievance following the steps outlined in the *Student Complaint and Grievance Procedure*. Grievances and complaints must be filed with the appropriate office as listed below:

For Non-Instructional Complaints: *Complaints regarding the delivery of an administrative or support service by a staff member to a student, or issues occurring during the delivery of counseling by counseling faculty to a student*
Office of Student Affairs
(707) 256-7360
Student Services Building, Room 1330

For Instructional Complaints: *Complaints occurring during the delivery of instruction or library services within a scheduled class, library service by a faculty member to a student*
Office of Academic Affairs
(707) 256-7150
Administration Building, Room 1532

State Complaint Process Notice

Most complaints, grievances or disciplinary matters should be resolved at the campus level. This is the quickest and most successful way of resolving issues involving a California Community College (CCC). You are encouraged to work through the campus complaint process first before escalating issues to any of the following resources. Issues that are not resolved at the campus level may be presented to the following:

1. *Accrediting Commission for Community and Junior Colleges (ACCJC):* Visit www.accjc.org/complaint-process (https://accjc.org/complaint-process/) if your complaint is associated with the institution's compliance with academic program quality and accrediting standards. ACCJC is the agency that accredits the academic programs of the California Community Colleges.
2. *California Community College Chancellor's Office:* Complete an online complaint form at californiacommunitycolleges.cccco.edu/ComplaintsForm (http://californiacommunitycolleges.cccco.edu/ComplaintsForm/) if your complaint does not concern CCC's compliance with academic program quality and accrediting standards. If your complaint involves unlawful discrimination, file a complaint at extranet.cccco.edu/Divisions/Legal/Discrimination (http://extranet.cccco.edu/Divisions/Legal/Discrimination/).

Reference: NVC AP 5500, Student Complaint and Grievance Procedure (http://www.napavalley.edu/studentaffairs/SRR/Pages/StudentComplaintGrievance.aspx), Resources for Sexual Misconduct or Discrimination-Title IX (http://www.napavalley.edu/studentaffairs/SRR/Pages/StudentComplaintGrievance.aspx)

Ombudsperson (Student Advocate)

The ombudsperson is a neutral and confidential source of information and assistance for students in matters including but not limited to complaints, grievances, interpretation of NVC policies and procedures, and referrals. The Dean of Counseling Services and Student Success serves as the acting NVC ombudsperson. Students may consult with the ombudsperson or student advocate at any step in the complaint or grievance process.

The Getting Help with Difficulties (http://www.napavalley.edu/studentaffairs/Documents/Getting%20Help%20with%20Difficulties.pdf) handout outlines the college's established procedures for resolving any difficulties students might encounter while attending NVC and refers them to the appropriate office supervisor, division chair, division dean or vice president.

Reference: Getting Help with Difficulties at NVC (http://www.napavalley.edu/studentaffairs/Documents/Getting%20Help%20with%20Difficulties.pdf)

Non-Discrimination

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

Reference: BP/AP 3410 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGF5A40F3F69)

Prohibition of Harassment

All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation of any person, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics.

Inquiries concerning compliance may be addressed to the following individuals:

For incidents involving any employee of the college:

Title IX Coordinator:

Charo Albarran
Executive Director, Human Resources
calbarran@napavalley.edu
(707) 256-7100

For incidents involving only students:

Title IX Coordinator:

Oscar De Haro
Assistant Superintendent/Vice President of Student Affairs
odeharo@napavalley.edu
(707) 256-7360

Reference: Resources for Sexual Misconduct or Discrimination-Title IX (http://www.napavalley.edu/studentaffairs/SRR/Pages/StudentComplaintGrievance.aspx) , NVC BP 3430 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGF5C60F8BD4)

Course Policies

Open Enrollment

Unless specifically exempted by statute or regulation, every course, course section or class, reported for state aid, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Title 5 Section 55003. Enrollment may be subject to any priority system that has been established (See BP/AP 5055 Enrollment Priorities). Enrollment may also be limited to students meeting properly validated prerequisites and co-requisites (See BP/AP 4260 Prerequisites, Co-requisites, and Advisories), or due to other practical considerations such as exemptions set out in statute or regulation.

Reference: NVC BP 5052 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGRMG6EA9AE)

Attendance

Regular attendance in all classes is important for satisfactory academic progress. Napa Valley College attendance regulations make provisions for a limited number of unavoidable absences. However, a student who is absent for as many times as a class meets each week will have exhausted this provision. An instructor may request verification of absences. Further absences may cause the instructor to drop the student from the class.

Programs and courses which have safety training or external certification requirements may have a more stringent attendance policy. For more information, students should refer to their program handbook or class syllabus.

Students who do not attend the first class meeting may be dropped or lose priority on the waiting list.

Online course attendance is defined as active participation in the course. Instructors may utilize any or all of the following methods to document active online participation:

- Completion of tests
- Submission/completion of assignments
- Participation in discussion forums
- Other methods as stated on course syllabus

Students failing to actively participate in an online course can be subject to provisions of the Attendance Policy.

Reference: NVC BP/AP 5070 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGRQY6F2D09)

Class Wait Lists

Wait lists are established for some classes at the time the class schedule is created. During online registration, students are given the option to sign up on a class wait list in the event that the class if full, as long as there are available spots on the waitlist. Once a seat becomes available, waitlisted students are automatically registered in the class in the order they are on the list and have the opportunity to complete enrollment by paying for the class.

Being on the wait list does not guarantee a seat in the class.

Reference: Wait Listing Classes (http://www.napavalley.edu/studentaffairs/AR/Pages/HowtoRegister.aspx)

Multiple and Overlapping Enrollments

Students are not permitted to enroll in two or more sections of the same credit course during the same term unless the length of the course provides that the student is not enrolled in more than one section at any given time.

NVC does not permit enrollment in two or more classes where the meeting times overlap.

Reference: NVC BP/AP 4226 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQTV6AE974), Title 5 § 55007

Course Audit Option

Students may audit some classes offered by Napa Valley College. To audit a course, students must submit an *Application for Admission* and an *Audit Request Form* signed by the course instructor.

Priority in class enrollment shall be given to students enrolled in the course for credit. Students may not change their enrollment status at a later time to receive credit for the course.

NVC permits students to audit a credit course for a fee of $15.00 per semester unit or the maximum allowable by regulation. Students enrolled in classes to receive credit for ten (10) or more semester credit units shall not be charged a fee to audit three or fewer semester units per semester.

Reference: NVC BP/AP 4070 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQJ7697E39)

Credit by Examination

Credit may be earned by students who satisfactorily pass authorized examinations. Credit by examination may be obtained by one of the following methods:

- Achievement of a score of **3 or higher** on an Advanced Placement Examination administered by the College Entrance Examination Board.
- Achievement of a score that qualifies for credit by examination in the College Level Examination Program.
- Credit by satisfactory completion of an examination administered by the college in lieu of completion of a course listed in the college catalog.
- Credit by satisfactory completion of an examination administered by other agencies approved by the appropriate division.

NVC awards General Education Area credit as shown on the California Community Colleges Advanced Placement General Education List.

Eligibility and Restrictions

Students must be currently registered and in good standing at NVC. Satisfactory completion of an examination may only replace courses listed in the college catalog. Credits acquired by examination may not replace units where load is required for or to receive Selective Service Deferment, Veteran's benefits, or Social Security benefits. Credits acquired by examination shall not count towards the 12 semester hours of credit in residence required to complete an Associate degree.

Advanced Placement Credit

Students who pass an Advanced Placement Exam (AP) with a score of 3, 4, or 5 may obtain college semester credits to be applied to the Associate Degree general education requirements at NVC, the California State University General Education (CSU GE), and/or the Intersegmental General Education Transfer Curriculum (IGETC) certification.

The following guidelines describe the use of AP exams to fulfill general education, major, or prerequisite requirements:

1. Credit will be given for scores of 3 or higher and will be used for associate degree general education according to the chart on page 38 (unit values in parenthesis). Credit will not be equated to specific courses, but rather general education areas.
2. Use of AP exams for the major will be determined by the program coordinator.
3. Use of AP exams for satisfying prerequisites will follow the prerequisite challenge process.
4. Official AP exams must be sent by College Board to NVC. Exams posted on High School transcripts will not be accepted as official for credit.

Students who plan to complete an Associate degree, CSU certification, or IGETC certification with NVC must submit the following:

- An official AP, IB, or CLEP exam results
- Request for an Official Transcript Evaluation

Reference: NVC BP/AP 4235 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQYC6B9160), AP 4236

Course Repetition

Students may repeat a course up to two times in which a substandard grade ("D," "F," "NC," "NP") was earned or substandard academic progress ("W") was recorded. Under special circumstances, students may repeat courses in which a "C" or better grade was earned.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Students may withdraw from credit courses without a "W" notation in extraordinary conditions and if the withdrawal is authorized by the district.

NVC permits students to repeat certain types of courses under circumstances outlined in Title 5 § 55040, which include:

Extenuating Circumstances. Repetition of a course due to extenuating circumstances, including verified cases of accidents, illness, or other circumstances beyond the student's control; enrollment in a course not designated as repeatable for a maximum of three (3) times; or Repetition of a course for up to two (2) times

to alleviate a substandard grade; additional enrollment may be granted with a petition*

Significant Lapse of Time. Repetition of a course where a satisfactory grade was received due to significant lapse of time. Significant lapse of time is defined as three (3) years or as required by specific program mandates*.

Variable Unit Open-Entry/Open-Exit. Repetition of a portion of a variable unit open-entry/open-exit course

Occupational Work Experience. Repetition of an occupational work experience course under circumstances described in Title 5 § 55253

Disability Accommodation. Repetition of a Special Course by a student with disability on the basis of disability-related accommodation, under which circumstance the student may repeat the course any number of times*

Legally Mandated Training. Repetition of a credit course any number of times to meet legally mandated training requirements as a condition of paid or volunteer employment

Reference: NVC BP/AP 4225 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BHQTUA78AF1E)

Repeatable Courses

Only the following types of courses may be designated as repeatable, consistent with the requirements of Title 5 Section 55040 and 55041:

1. Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree;
2. Intercollegiate athletics courses; and
3. Intercollegiate academic or vocational competition courses.

Such courses may be repeated no more than four times for semester courses or six times for quarter courses. All courses designated as repeatable under these provisions will be listed as such in the college catalog and on the Course Outline of Record. All enrollments in a course so designated will count towards total allowable repetitions. A student will be considered "enrolled" any time they receive an evaluative or non-evaluative symbol on their record.

Reference: NVC AP 4227 , AP 4229

Courses that are Related in Content (CRIC)

Courses related in content (CRIC) are defined as groups of active participatory courses that share a similar primary educational objective in physical education, visual arts, and performing arts. Such courses are not repeatable.

NVC permits students to enroll up to four (4) times within each group of courses related in content, with a limitation that each course in the group may only be taken once.

DANCE Families of Courses

Ballet: DANS-134, DANS-134B, DANS-134D

Dance Survey: DANS-132, DANS-133

Jazz Dance: DANS-136, DANS-136B, DANS-136D

Modern Dance: DANS-138, DANS-138B, DANS-138D

Production: DANS-140, DANS-140C, DANS-141

Street Jazz: DANS-135, DANS-135D

World Dance Forms: DANS-128A, DANS-128B, DANS-128C

MUSIC Families of Courses

Instrumental Music Ensemble: MUSI-152, MUSI-185, MUSI-280

Instrumental Technique: MUSI-140, MUSI-142, MUSI-240, MUSI-242

Large Ensembles: MUSI-160, MUSI-176, MUSI-179, MUSI-181

Music Technology:MUSI-124, MUSI-126

Musical Theater Production: THEA-153, THEA-155, MUSI-164, MUSI-170, MUSI-172, MUSI-173, MUSI-183, MUSI-223, MUSI-243

Piano: MUSI-135, MUSI-138, MUSI-235, MUSI-238

Vocal Music Ensemble: MUSI-161, MUSI-164, MUSI-166, MUSI-260, MUSI-169, MUSI-266

Vocal Technique: MUSI-130, MUSI-132, MUSI-133, MUSI-230, MUSI-232, MUSI-143

PHYSICAL EDUCATION/ATHLETICS Families of Courses

Aerobic Arts: KINE-131, KINE-131B, KINE-133, KINE-133B

Aerobics: KINE-129, KINE-129B

Aquatic Aerobics: KINE-102A, KINE-102B

Badminton: KINE-113, KINE-113B

Flexibility: KINE-146, KINE-146B, KINE-154, KINE-154B

Golf: KINE-112, KINE-112B

Physical Fitness: KINE-103, KINE-149, KINE-149B

Swimming: KINE-100, KINE-100B, KINE-147

Team Sports: KINE-176, KINE-176B

Tennis: KINE-123, KINE-123B

Volleyball: KINE-125, KINE-125B, KINE-127

Walking: KINE-148, KINE-148B

Weight Training: KINE-151, KINE-151B, KINE-151C

Yoga: KINE-130, KINE-130B

THEATER ARTS Families of Courses

Acting Techniques: THEA-122, THEA-210, THEA-220, THEA-244

Musical Theater Production: THEA-153, THEA-155, MUSI-164, MUSI-170, MUSI-172

Technical Theater: THEA-140, THEA-141, THEA-142, THEA-143, THEA-144

Theater Production: THEA-151, THEA-152, THEA-154, THEA-156, THEA-161, THEA-162,

VISUAL ARTS Families of Courses

Ceramic Forms: ARTS-140, ARTS-141, ARTS-240, ARTS-241

Ceramic Surfaces and Technology: ARTS-244, ARTS-246, ARTS-247, ARTS-248, ARTS-249

Digital Art and Design: DART-120, DART-130

Drawing: ARTS-110, ARTS-111, ARTS-112, ARTS-210

Foundations: ARTS-101, ARTS-102

Painting: ARTS-105, ARTS-120, ARTS-220

Photography: PHOT-121, PHOT-150

Sculpture: ARTS-145, ARTS-150

Workshop and Portfolio Development: ARTS-260, ARTS-261

Dropping a Class/Withdrawals

Students who cannot continue or no longer wish to be enrolled in a class are responsible for officially dropping or withdrawing from the class. Non-attendance in a class does not guarantee that the instructor will drop a student from the class, and may result in receipt of an unsatisfactory grade.

Students may drop or withdraw from classes online through WebAdvisor or in person by submitting a completed Drop Card to the Admissions and Records Office. Students should refer to the website for specific drop and withdrawal deadlines.

Reference: NVC BP/AP 5070 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGRQY6F2D09)

Independent Study Application Procedure for Students

Students may earn up to a total of twelve units over the total period of student residency through independent study. Independent study courses are planned by the instructor and student together. The course will include weekly meetings to discuss the student's progress. In a typical program, 50 hours of work in a semester will earn one unit.

The independent study option may not be used in lieu of existing credit courses which cover the same or similar subject matter.

Independent study must be approved by the instructor, division chair, and the Vice President of Academic Affairs. Once the form is approved by the instructor and division chair, the student must enroll in the class.

Independent Study Forms are available in the Office of Academic Affairs website (http://www.napavalley.edu/academics/Instruction/Pages/Documents-and-Forms.aspx).

Reference: NVC AP 4101 (I7350)

Prerequisites, Co-requisites and Advisories

Napa Valley College strives to guide students into courses in which they will have the greatest chance for academic success. To achieve this goal, the catalog listings include statements concerning prerequisites, corequisites or other limitations on enrollment.

Prerequisite. A "prerequisite" means a course that a student is required to complete prior to enrolling in a specific course or program.

Corequisite. A "corequisite" means a course that a student is required to take simultaneously with another.

Advisory. An "advisory" or "recommended preparation" means a condition of enrollment that a student is advised, but not required, to meet before enrolling in a course or program.

The college has developed procedures to ensure that such limitations be established, reviewed, and enforced in a fair and consistent manner. The following applies to all courses offered at Napa Valley College:

1. No student may receive credit for a course which is a prerequisite to a course he/she has already completed.
2. In order for a course to count as a prerequisite, a minimum grade of "C" must be earned. (Exceptions may be made only by instructor assessment of relevant background experience.)

Challenging a Prerequisite

Prerequisites may be challenged for the following reasons:

1. A student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite.
2. A student has not completed the health and safety prerequisite, but can demonstrate that he/she does not pose a threat to self or others.
3. A student will suffer undue delay (a semester or more) in attaining a degree or certificate, as specified in the student's educational plan, because:
   a. A course has not been made reasonably available or
   b. The course has limitation on enrollment due to intercollegiate competition or public performance or
   c. Enrollment has been limited to a set group of students.
4. The prerequisite or condition on enrollment is in violation of Title 5.
5. The prerequisite has not been established in accordance with the district's process for establishing prerequisites and corequisites.
6. The prerequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.

Contact Counseling Services to obtain more information regarding challenging prerequisites.

Reference: NVC BP/AP 4260 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGR576C477B)

Grade Policies

Academic Renewal

The academic renewal policy allows a qualified student to remove previously recorded, substandard academic work from his/her grade point average (GPA).

In accordance with Title 5 § 55764-5, NVC allows a student to disregard up to 30 semester units of substandard course work from the calculation of the GPA. Disregarded coursework and grade will remain on the student's transcript, and an "F" for "Forgiveness" will appear next to the grade to denote this change. The substandard grade will no longer be included in the calculation of the cumulative GPA.

Reference: NVC BP/AP 4240 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQZH6BBCE3)

Application for Academic Renewal

Students must complete an Academic Renewal form, available in Counseling Services. All requests must be reviewed and signed by a counselor.

Recording of Academic Renewal
When academic work is alleviated, grades are not removed. They are noted and subtracted from the grade point average. All entries remain legible so that a true and complete record is maintained. There is no assurance that alleviated courses will be treated similarly by other educational institutions outside this district.

Finality of Grades/Student Records

The final grade is wholly within the responsibility of the instructor, regardless of whether it is an A, B, C, D, F, P, NP, or I.

Note: In a number of courses, principally in English, foreign languages, science and mathematics, a student may not progress to a more advanced study in that subject in which the student has received a "D" grade for a prerequisite course.

Grade Changes

The instructor of the course shall determine the grade to be awarded to each student. The determination of the student's grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence. "Mistake" may include, but is not limited to, errors made by an instructor in calculating a student's grade and clerical errors. "Fraud" may include, but is not limited to, inaccurate recording or change of a grade by any person who gains access to grade records without authorization.

Reference: NVC BP 4231 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQWZ6B5F1F), AP 4231

Grade and Credit

Definition of a Unit of Credit
A standard unit of college credit represents three hours per week of class work and related activities over the course of our standard eighteen-week semester. The number of hours spent in class per week will vary based on the format of the course. Each unit of credit is assigned as follows:

Lecture: One hour per week of work in class, two hours of outside work.

Lecture/Lab or Integrated Lab: Two hours per week of work in class, one hour of outside work.

Lab: Three hours of work in class. Some lab classes, especially in the Sciences, require outside work.

Grade Points and Units

Napa Valley College assigns grades according to the following standards of work performed by students:

A Excellent

B Good

C Satisfactory

D Passing, less than Satisfactory

F Failing

P Satisfactory & credit awarded (passing)

NP No credit (not passing)

W Withdrawal & no credit

INC Incomplete

IB* Incomplete

IC* Incomplete

ID* Incomplete

IF* Incomplete

IP Course in progress

RD Report delayed

AU Audit

MW Military withdrawal

**See Incomplete Grades*

A student's grade point average (GPA) is computed by dividing the total grade points earned by the total units attempted. Units attempted on a P/NP basis are not used for computing the grade point average. Grade points are earned as follows:

A = 4, B = 3, C = 2, D = 1, F = 0, P = 0, W = 0, I = 0

For example, a student who earns 3 units of A, 3 units of B, 2 units of P*, 5 units of C, 2 units of D, and 1 unit of F has a grade point average of 2.36.

$$\frac{(3 \times 4) + (3 \times 3) + (5 \times 2) + (2 \times 1) + (1 \times 0)}{14} = 2.36$$

**P/NP are not used for computing GPA*

Grading and Academic Record Symbols

Non-evaluative grades are grades assigned that do not carry credit for the student such as:

INC — Incomplete. Students who cannot complete academic work by the end of the semester because of an emergency or other justifiable reason may contract for an "I" (incomplete) grade. An Incomplete Grade Agreement may be obtained at the Admissions and Records Office and must be signed by the student and the instructor. This form includes the conditions for removal of the "IB, IC, ID, IF or INC." The grade will be indicated after the I (example "B" in IB). The grade will be assigned in the event the conditions are not met.

IP — In Progress. The "IP" symbol shall be used to denote that the class extends beyond the normal end of an academic term. It indicates that work is "in progress," but that assignment of an evaluative grade must await its completion. The "IP" symbol shall remain on the student's transcript in order to satisfy enrollment documentation. An "IP" symbol shall not be used in calculating grade-point averages. The student must register in the same course for the next semester. Failure to do so will result in an assignment of a grade by the instructor in place of the "IP."

MW — Military Withdrawal. Upon verification of military orders, the symbol "MW" will be assigned to students who are called to military service and withdraw from courses. Military withdrawal shall not be counted in progress probation or dismissal calculations.

RD — Report Delayed. The "RD" symbol may be assigned by the Dean of Admissions and Records only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent

symbol as soon as possible. "RD" shall not be used in calculating grade-point averages.

W — Withdrawal. A "W" is a grade indicated when the student has withdrawn from a course. It is not included in the grade point average computation. (See "Withdrawal Policy.")

Reference: NVC BP/AP 4230 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQUX6B1193)

Grades: "Pass/No Pass" Grading

Students may choose, no later than the 5th Friday of the semester, to change enrollment in a class to Pass/No Pass basis, rather than receive a letter grade. Academic performance equivalent to a grade of "C" is required to earn credit (Pass- P). Forms are available online and in the Admissions and Records Office.

The total number of units taken for "Pass/No Pass" may not exceed 12 semester units in courses applicable to the associate degree (courses numbered 90-399). There is no restriction on the number of units that may be taken for Pass/No Pass in non- degree applicable course work.

Pass/No Pass grading requires students to regularly attend class and complete course work. A student will receive a "P" on his/her transcript if class work is of "C" quality or better. An incomplete designation will be available to students using the P/ NP option in conformance with the grading policy.

Grades: Incomplete

Students who are unable to complete academic work by the end of the semester because of an emergency or other justifiable reason may contract for an **"I"** (incomplete) grade. The Incomplete Grade Agreement may be obtained at the Admissions and Records Office and must be signed by the student and the instructor. This form includes the conditions for removal of the "IB, IC, ID, IF or INC." The grade will be indicated after the **"I"** (example "B" in IB). The grade will be assigned in the event the conditions are not met.

A final grade shall be assigned when the work has been completed or when the time limit for completing the work has passed. The final date of completion shall be a joint decision of the instructor and student but shall, in no case, exceed a time limit of *one semester* beyond the end of the semester in which the work was originally to have been completed. A student may petition the Vice President of Student Affairs for an extension if there are unusual circumstances. The Vice President, with the concurrence of the instructor, may grant the extension.

Progress Probation, Dismissal and Readmission

Probation

Standards for Probation

A student who has enrolled in 12 or more semester units at Napa Valley College is subject to the probation policy of the college.(BP 4250, AR 4250)

Definitions of Probation

The first semester in which a student shows a cumulative grade point average (GPA) below 2.0 for all units completed at NVC, the student will be placed on academic probation—First Semester Status.

The second semester in which a student maintains less than A 2.0 cumulative GPA, the student will be placed on academic probation—Second Semester Status.

The third semester in which a student maintains less than a 2.0 cumulative GPA, the student will be placed on Academic Dismissal Status.

Progress Probation

The first semester in which a student earns grades of "W," "I," "NC," and/or "NP" in 50% or more of his/her cumulative units of enrollment, the student will be placed on Progress Probation—First Semester Status.

The second semester in which a student earns grades of "W," "I," "NC," and/or "NP" in 50% or more of his/her cumulative units of enrollment, the student will be placed on Progress Probation— Second Semester Status.

The third semester in which a student earns grades of "W," "I," "NC," and/or "NP" in 50% or more of his/her cumulative units of enrollment, the student will be placed on Progress Dismissal Status.

Effects of Probation

Academic and Progress Probation—First Semester: After being placed on first semester probation, the student may Enroll for a second semester.

Academic and Progress Probation—Second Semester: During second semester probation the student must meet with a Counselor prior to enrolling in a third semester. Students may be required to meet interventions determined in consultations with a counselor.

Removal from Probation

Academic Probation: When the cumulative GPA of a student on Academic probation becomes a 2.0 or higher, student will be Removed from Academic Probation.

Progress Probation: When a student's grade notations of "W," "I," "NC," and/or "NP" are less than 50% of student's cumulative units of enrollment at NVC, the student will be removed from progress probation.

Dismissal

Standards for Dismissal

A student on academic probation will be subject to dismissal if that student's GPA has remained below a 2.0 for each of three consecutive semesters.

A student on progress probation will be subject to dismissal if that student's grade notations of "W," "I," "NC," and/or "NP" have remained at 50% or more of student's units for each of three consecutive semesters.

Effects of Dismissal

The student who has failed to improve their GPA or to make progress for a third semester will be dismissed. A student placed on Dismissal Status during Fall Semester will not be allowed to re-enroll until the following Fall Semester. A student placed on Dismissal Status during Spring Semester will not be allowed to re-enroll until the following Spring Semester.

Notification of probation and Dismissal Status and Dismissal Students will be notified of their placement on 1st Semester Probation, 2nd Semester probation, Dismissal Status, or Dismissal after the semester's grades have been posted.

Readmission

Students who are returning after academic or progress dismissal must meet with a counselor prior to enrolling in classes. Returning

students will be placed on Dismissal Status and may be required to meet interventions determined in Consultation with a counselor.

Exception: Returning students on Academic or Progress Probation (not Dismissal) who have not attended NVC for at least 3 years (excluding summer session) may apply for a probation waiver, a petition requiring a counselor's signature.

Students on Dismissal Status who have returned and again fail to earn grades of 2.0 or above or to make progress will be dis- missed, this time for a year.

Student Right of Appeal

Students who feel they have been placed on probation, Dismissal Status, or on Dismissal in error will have the right to appeal. Students who feel they have legitimate mitigating circumstances may also appeal their placement on probation, Dismissal Status or Dismissal.[1]

The Associate Dean of Enrollment and Outreach Services will determine the legitimacy of probation or dismissal status appeals. If the Associate Dean of Enrollment and Outreach Services rejects the appeal, the student may appeal the decision to the Vice President of Student Affairs.

The Vice President of Student Affairs, if necessary in consultation with a counselor and/or faculty member, will determine the legitimacy of dismissal or probation appeals.[1]

Responses to appeals will be in writing, and will state the reason or reasons for the action taken.

Reference: NVC BP/AP 4250 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGR2X6BF2F9)

[1] Even if a student's appeal to be taken off Dismissal is successful, it may not guarantee the student entry into classes that have already been filled.

Transfer and External Exam Credit

Acceptance of Transfer and Alternative Credit

Applicants who are eligible for standard readmission to another accredited college may be admitted to NVC with transfer credits in accordance with the evaluation of their transcripts initiated by the Counseling Division. Units earned elsewhere may be applied toward fulfillment of NVC Graduation requirements only if they are lower division units.

Credit by External Examination

Board Policy 4235 establishes the awarding of credit toward the Associate Degree General Education requirements at Napa Valley College, California State University General Education (CSU GE), and/or the Intersegmental General Education Transfer Curriculum (IGETC) by earning qualifying scores for the College Board Advancement Placement Exams (AP); International Baccalaureate Exams(IB); and College Level Examination Program (CLEP) examinations. (BP 4235). Please use the charts for AP/CLEP/IB (p. 56) to see the specific requirements.

Reference: NVC BP/AP 4235 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGQYC6B9160), AP 4236

Military Service Credit

Veterans may receive credit for military service by submitting their official separation papers (Form DD214) to the Admissions and Records Office. A minimum of six months of service, including basic or recruit training, and an honorable discharge entitles the veteran to 2 units of health education, and 2 units of physical education. Those with more than one year of service may receive an additional 4 units elective credit for military service.

In-service training is evaluated on an individual basis. Credit is based on ACE recommendations. All units awarded are elective credit. Students should submit the appropriate papers during the first semester of enrollment to the Transcript Evaluator, Admissions and Records Office.

Transfer Credits

NVC accepts many lower division college or university units earned at other U.S. regionally accredited institutions. These transferred units may be used to satisfy graduation requirements. Official transcripts should be sent to:

Napa Valley College
Admissions and Records Specialist
Admissions and Records Office
2277 Napa-Vallejo Highway
Napa, CA 94558

The Admissions and Records Specialist will determine eligibility for, and extent of, credit. In general, there are no limits to the number of units a student may transfer to Napa Valley College. Courses may be used to meet degree requirements at NVC even if they have been used to meet requirements at another college or even if they are several years old.

NVC does not grant college credit for courses completed at non-accredited colleges/universities, for life experiences or for upper division courses. See the graduation requirements for more information. Allow at least 8-10 weeks for evaluation of transcripts from other institutions during non-peak periods. During peak periods, evaluations could take longer to process.

Students who are receiving financial aid, veteran's benefits, or who are currently enrolled will receive priority. To expedite an evaluation, students must make an appointment with a counselor. Contact the General Counseling Center in Rm 1339A or call (707) 256-7220.

Other Policies

Academic Honors

Students are placed on the NVC President's Honor List each semester that they are enrolled for a letter grade in 12 or more units with a GPA of 3.5 or higher. This special recognition is noted on the student's permanent record.

Students who complete an AA or AS degree with a cumulative GPA of 3.5 or higher earn a special notation of "*President's Honors at Graduation*" on their NVC diploma.

Students who have a cumulative GPA of 3.5 or higher at the time they apply for graduation are invited to apply to be the valedictory speaker at commencement. A committee will choose the valedictory speaker from all applicants.

Phi Theta Kappa
Students with a GPA of 3.5 or higher and at least 12 units of transferable or degree applicable credits are eligible to join the NVC chapter of Phi Theta Kappa, the international honor society of two-year colleges.

Computer and Network Use

NVC has the right to monitor any and all aspects of the computer use and telephone voice mail systems, including employee or student email or voice mail, to ensure compliance with policies and procedures. The computers, computer accounts, and voice mail accounts given to employees and students are to assist them in the performance of their job duties or their academic studies. Employees and students should not have any expectation of privacy in anything they create, send, or receive via the computer or the telephone. The computer and telecommunication systems belong to the District and are intended for business and academic purposes only.

NVC's Computer and Network Use policy applies to all students, faculty, and staff, and covers personal computers, workstations, mainframes, minicomputers, and associated peripherals, software and information resources, regardless of whether used for administration, research, teaching or other purposes.

Reference: NVC BP/AP 3720 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BHQT5W75C1F3)

Copyrighted Material

NVC abides by all relevant sections of the Education Code and United States copyright law. Procedures have been established to ensure compliance with guidelines for acceptable use of copyrighted materials by employees and students. It also outlines ownership determination of intellectual property created by employees and describes the intent to protect the District's intellectual property from copyright infringement.

Reference: NVC BP/AP 3710 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGFNNA60B79E)

Drug-Free Environment

NVC is committed to providing its employees and students with a drug-free workplace and campus environment.

The unlawful manufacture, distribution dispensing, possession or use of alcohol or any controlled substance is prohibited on NVC property, during NVC-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District.

Violation of this prohibition will result in appropriate action up to and including termination of employment, expulsion, and referral for prosecution, or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

Drug or alcohol counseling, treatment, or rehabilitation or re-entry programs or referrals are available to employees or students. NVC provides confidential referrals through an Employee Assistance Program (EAP) for employees and their families needing assistance with drug or alcohol abuse. These program can be accessed through the Human Resources office.

Students may contact the Student Health Center or the Office of Student Affairs for resources or assistance. The Student Health Center also provides counseling, alcohol and drug abuse education information, and resources for students.

For confidential assistance and referral regarding drug and alcohol use, contact:

Student Health Center
(707) 256-7780
Building 2250
Office of Student Affairs
(707) 256-7360
Student Services Building, Room 1330

Reference: NVC BP/AP 3550 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGFMSG5CA558)

Reporting of Crimes

The Superintendent/President shall assure that, as required by law, reports are prepared of all occurrences reported to College Police of and arrests for crimes committed on campus that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The Superintendent/President shall further assure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law.

Copies of the report may be obtained by accessing the College Police website (http://www.napavalley.edu/studentaffairs/Police/Pages/CampusSafety.aspx).

Reference: NVC BP/AP 3515 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGFMMA5BE23F)

Smoking on Campus

Out of concern for the health, well-being, and safety of all staff and students, the District has designated the interiors of all campus buildings and all exterior areas as non-smoking areas. Smoking on the Napa Valley College campus will be permitted only in specific designated outdoor areas which are at least 30 feet from doorways, windows, and ventilation systems that minimize exposure to second-hand smoke and will not interfere with travel between buildings. Furthermore, if parking lots are used, smoking will not be permitted near the Child Care Center, athletic fields, or the Health Services Clinic. The term smoking in this policy refers to cigarette, cigar, pipe, vaping, or other means of smoking tobacco or other products.

This policy recognizes that smoking can interfere with the academic and work environment and that some individuals are susceptible to injury from prolonged exposure to smoke. In addition, scientific research has documented the harmful effects of second-hand smoke. To help educate the Napa Valley College population about the hazards of tobacco, as funds allow, the college will offer smoking cessation activities.

The success of this policy depends on the consideration and cooperation of smokers and nonsmokers. All employees and students share in the responsibility for adhering to and enforcing the policy. Anyone smoking in non-smoking areas should be requested to move to a designated area.

Reference: NVC BP/AP 3570 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGFMUH5CF0CF)

Speech: Time, Place, and Manner

NVC is committed to providing its students, employees, and the community at large the ability to exercise their rights of free expression, subject to the time, place, and manner contained in NVC Board Policy 3900.

The campus(s) of the District are non-public forums, except for those areas that are designated public forums available for the exercise of expression by students, employees, and members of the public. Necessary administrative procedures have been established to reasonably regulate the time, place, and manner of the exercise of free

expression in the designated public forums. These procedures shall not prohibit the right of students to exercise free expression, including but not limited to the use of bulletin boards, the distribution of printed materials or petitions in those parts of the college designated as areas generally available to students and the community, and the wearing of buttons, badges, or other insignia.

NVC prohibits speech that is defamatory, obscene according to current legal standards, or which so incites others as to create a clear and present danger of the commission of unlawful acts on NVC property or the violation of NVC policies or procedures, or the substantial disruption of the orderly operation of the District.

Nothing in NVC's policy shall prohibit the regulation of hate violence directed at students in a manner that denies their full participation in the educational process (Education Code Section 66301(e)), so long as the regulation conforms to the requirements of the First Amendment to the United States Constitution, and of Section 2 of Article 1 of the California Constitution.

Students may be disciplined for harassment, threats, or intimidation unless such speech is constitutionally protected.

Reference: NVC BP/AP 3900 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGFV7Y7F6FCD)

Student Records

Student academic records are maintained by the Admissions and Records office. Academic records are those records that are directly related to a student and maintained by an educational agency or institution or by a party acting for the agency or institution. Records are retained and destroyed pursuant to Napa Valley College Board Policies 5040 and sections 59020 through 59029 of Title 5, California Administrative Code.

Students are responsible for regularly checking their NVC e-mail and account to ensure the receipt of registration and financial aid information. For information on procedures for student records retention or destruction, contact the Admissions and Records Office.

Release of Student Information

The following statements serve as public notice that information regarded by Napa Valley Community College District as "Student Information" can be released for distribution unless a student submits a Napa Valley College "Student Information Release" form available at the Office of Admissions and Records.

Directory information includes:

- Name
- Email address
- Major field of study
- Current enrollment
- Dates of attendance
- Degrees and awards received
- Most recent institution attended
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams

The above categories of information will not be released if the college determines that such release is not in the best interests of the student. For more information on this policy, contact the Admissions and Records Office (707) 256-7200.

Pursuant to the Solomon Amendment (Public Law 104-208 and 104-206), directory information, including student addresses, will be released to the Department of Defense if requested for recruiting purposes. Students who do not want their name released should complete a denial of release form.

Family Educational Rights and Privacy Act of 1974 (FERPA)

All student records are kept in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974. A student may request access to his or her individual records and may challenge the accuracy of the record or the appropriateness of its retention.

A student's consent is needed for the release of records covered by the act. Student consent is not required for release of records to agencies entitled to access under the provisions of the act, e.g., campus officials, other schools, federal educational and auditing officers, military personnel, and requests in connection with the application or receipt of financial aid. These provisions apply to records the student has requested or given consent to be released. Questions about the colleges records procedures should be directed to the Associate Dean, Enrollment and Outreach Services. Complaints as to improper release of records may be filed with the following agency:

Department of Education
600 Independence Avenue, S.W.,
Washington, D.C. 20202-4605

Reference: NVC BP/AP 5040 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGRJ76E2EB2)

Student Right-to-Know Information

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of NVC to provide information to the public on the educational outcomes of a specific group of students and the safety and security of the campus.

Information about NVC's enrollment trends, student demographic, and student achievement may be accessed through the Office of Research, Planning, and Institutional Effectiveness website (http://www.napavalley.edu/AboutNVC/Planning/Pages/default.aspx).

Campus safety information may be obtained through the College Police website (http://www.napavalley.edu/studentaffairs/Police/Pages/welcome.aspx).

Reference: NVC BP/AP 3500 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGF5E70FD8F4) , NVC Factbook (http://www.napavalley.edu/AboutNVC/Planning/research/Pages/Factbook.aspx)

Weapons on Campus

Firearms, knives, explosives, or other dangerous objects are prohibited on any NVC campus, NVC center, or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency.

Any person who believes that he/she may properly possess a firearm or other weapon on campus or in a center or other facility of NVC must promptly notify the College Police at (707) 256-7770, and obtain written

permission from College Police to possess a firearm or other weapon on campus.

Reference: NVC BP/AP 3530 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGFMQJ5C5C0E)

ADMISSIONS REQUIREMENTS

Eligibility for Admission

High School Graduates
Persons who have completed twelfth grade are eligible for admission to Napa Valley College.

Non-High School Graduates
Persons who are at least 18 years of age are eligible for admission to NVC. Those under 18 years of age who have a GED or have passed the California High School Proficiency Examination are eligible for admission.

High School Students
Students currently enrolled in the tenth grade or higher or who are at least 15 years old may take college courses for college credit at Napa Valley College with permission from their high school principal and a parent or guardian.

Transfer Students
Applicants who are eligible for standard readmission to another accredited college may be admitted with transfer credits in accordance with the evaluation of their transcripts initiated by the Counseling Division. Units earned elsewhere may be applied toward fulfillment of Napa Valley College Graduation requirements only if they are lower division units.

Residency Requirements

Residents of California may be admitted to Napa Valley College provided they meet entrance requirements. Some programs have additional prerequisite requirements.

Residence Classification

California Resident: To qualify as a resident of California, applicants must have lived in California for at least a year and a day prior to the start of any semester/session. In addition, applicants must demonstrate that they intend to make California their permanent residence. Military personnel, public school employees, and state employees may be exempt from residency requirements.

Non-resident applicants whose legal residence is outside the state of California are required to pay non-resident tuition in addition to the enrollment fees.

Applicants unable to verify residency (http://www.napavalley.edu/studentaffairs/AR/Pages/ResidencyRequirements.aspx) may be exempted from payment of the non-resident tuition if they attended high school in California for three or more years and graduated from a California high school or attained the equivalent thereof.

If the applicant is not a lawful immigrant, a California Non-Resident Tuition Exemption Request (http://www.napavalley.edu/studentaffairs/FinancialAid/Pages/CADreamAct.aspx) (AB 540) should be completed and submitted to the Admissions and Records Office. Applicants must provide the college with a copy of their high school transcript showing three years of enrollment in a California high school, and graduation from a high school in California.

Applicants should contact the Welcome Center for complete information about residency requirements. Reference: BP/AP 5015 (http://www.napavalley.edu/AboutNVC/Trustees/bpmanual/ch5/AP5015.pdf)

High School (Dual Enrollment) Students

Students who are in the 10th grade and above or 15 years of age or older may be eligible to enroll at Napa Valley College. Students must complete a High School Permit to Attend Form, have a high school principal and

a parent signature to be able to enroll. A new form is required each semester. All high school students must register in person during the published open registration periods.

High school students enrolling in a physical education course must *first* attend the course, obtain an add code from the instructor, and submit the add code along with the High School Permit to Attend form to the Admissions and Records Office to be registered.

Students can choose to receive high school or college credit for a course. Students who choose high school credit may later submit a request to transfer their units to college credit. Fees may apply.

However, students must pay Accident Insurance, Student Activities Fee, Student Representation Fee, Student Health Fee and Technology Fee. Lab and/or materials fees must also be paid by students. Students may be dropped for non-payment if fees are not paid.

For more information, contact the Admissions and Records Office, (707) 256-7201, or visit the Dual Enrollment for High School Students (http://www.napavalley.edu/studentaffairs/AR/Pages/HighSchoolStudents.aspx) webpage.

Veterans Admission

Students who intend to use Department of Veteran Affairs (VA) educational benefits must contact the NVC Veteran Services Office each semester to complete all necessary forms. It may take the Veterans Administration four to eight weeks to process the documents for benefits, and students should plan accordingly. Those seeking four year degrees are advised to keep track of their entitlement and anticipate any funding limitations.

Educational Plans

Students who apply for educational benefits from the Department of Veterans Affairs (VA) must be matriculated. At Napa Valley College, this is accomplished by completing assessment and orientation, and meeting with the Veterans Counselor to develop an educational plan.

All students wishing to receive VA educational benefits at NVC must submit for evaluation, official copies of military transcripts, and transcripts from all previously attended colleges, universities and vocational schools. Military transcripts include, but are not limited to, DD-214 Member Copy-4, Community College of the Air Force (CCAF), and Joint Services Transcript (JST).

Credit for experiences in the military service may be allowed as recommended by the American Council on Education and in accordance with the provisions of the NVC Catalog. All applicable transcripts must be on file and evaluated prior to developing an educational plan.

An educational plan is required before NVC can submit a student's enrollment certification to the VA. The process may take several months. Students should have transcripts from all other institutions sent to NVC as early as possible.

International Students

To be considered as an international student at Napa Valley College, you must submit the following documents:

- Complete an International Student Admission Application.
- Students must complete the equivalent of high school with better than average grades and pass the Test of English as a Foreign Language (TOEFL) with a minimum score of 173 on the computerized test, or 500 on the paper version and 61 on the IBT (Internet Based Test). In addition, they must demonstrate adequate financial resources to complete their education without outside employment.
- Official copies of transcripts from all secondary schools and colleges you have attended. These transcripts must be in English and correspond to the American Grading System.[1]
- A financial statement or tax documents showing that you or your sponsor has the financial resources to pay your tuition and related expenses while you attend Napa Valley College.
- A transfer notification form if you are transferring from another United States School.

[1] Foreign transcripts must be evaluated by an International Evaluation Service. Although we neither endorse nor recommend any particular service, we will provide links to professional services we have accepted evaluations from in the past for the convenience of our students. You can visit the World Education Services website (https://www.wes.org/) or by email at info@wes.org.

When to Apply

Be sure to meet the following deadlines when you are applying to Napa Valley College:

- *Fall Semester*: Submit all materials by May 1.
- *Spring Semester*: Submit all materials by October 1.

English Proficiency

Most classes will be conducted in English, so you must demonstrate English Proficiency when you apply for admissions. If your native language is not English, you must take the TOEFL.

International students are provided with an orientation to the college and with academic and personal counseling. Additional information regarding admission may be obtained by contacting the Admissions and Records Office, Napa Valley College, 2277 Napa-Vallejo Highway, Napa, California 94558, by e-mail to dlarson@napavalley.edu or via the International Students website (http://www.napavalley.edu/studentaffairs/AR/Pages/InternationalStudents.aspx).

Registration

All inquiries regarding admission to the college should be directed to the Admissions and Records Office. Students must complete the following steps to begin their academic career at Napa Valley College:

5 Steps to Enroll

Step 1: Apply for Admission

Complete the online Application for Admission (https://www.opencccapply.net/uPortal/f/u63l1s1000/normal/render.uP). Computers are available in the Welcome Center in Bldg. 1300 and in the McCarthy Library for your convenience. For further information, contact the Welcome Center at (707) 256-7215 or by emailing WelcomeCenter@napavalley.edu.

Step 2: Complete an Orientation

Complete the New Student Online Orientation (http://www.napavalley.edu/studentaffairs/Counseling/Pages/New-Student-Online-Orientation.aspx) on the Counseling Services website. All students must complete an orientation regardless of educational goal or major. For further information, contact the Welcome Center at (707) 256-7215, or by emailing WelcomeCenter@napavalley.edu.

Step 3: Determine English and Math Placement

Complete the online placement tool (https://napavalley.co1.qualtrics.com/jfe/form/SV_cvjiQgcOaHCWrDT/#lower) on the Testing and Tutoring Center website to determine course placement for English and math classes. Obtain a copy of your high school transcript so you are prepared to answer questions about your high school performance. All students must complete an NVC application in order to complete the placement tool. For further information, contact the Testing and Tutoring Center at (707) 256-743 or by emailing ttc@napavalley.edu.

Step 4: Attend a Counseling/Advising (Educational Planning) Session

Complete an abbreviated (one semester) Educational Plan (Ed Plan). Visit the Counseling Services website (http://www.napavalley.edu/studentaffairs/Counseling/Pages/counselingservices.aspx) for drop-in hours. New first year students must declare a major by the completion of 15 units and develop a Comprehensive Education Plan by 30 units. Students are only eligible for priority registration upon completion of their Educational Plan. For further information, contact the Counseling Center at (707) 256-7220 or by emailing NVCCounseling@napavalley.edu. Students with IEPs and 504 Plans should contact the (Disabled Students Programs and Services) DSP&S Office at (707) 256-7345 or on their website (http://www.napavalley.edu/studentaffairs/DSPS/Pages/default.aspx).

Step 5: Register and Pay for Classes

Students may register for classes through the WebAdvisor (https://webadvisor-12.napavalley.edu/R18LIVE/WebAdvisor/?TYPE=M&PID=CORE-WBMAIN&TOKENIDX=9078651179) and/or Student Planning system, available up to midnight before the first day of classes. For further information, contact the Admissions and Records Office at (707) 256-7200 or visit the website (http://www.napavalley.edu/studentaffairs/AR/Pages/arwelcome.aspx). Payment is due immediately following registration. Students may be dropped for non-payment. Please refer to the Pay-to-Stay website for grace periods. Contact the Cashiers Office at (707) 256-7188 or visit the website (http://www.napavalley.edu/businessfinance/Pages/cashieroffice.aspx).

How to Register for Classes

WebAdvisor

Napa Valley College is moving toward an exclusively online application and registration process. All students are encouraged to explore and become familiar with WebAdvisor (https://webadvisor-12.napavalley.edu/R18LIVE/WebAdvisor/?TYPE=M&PID=CORE-WBMAIN&TOKENIDX=9078651179), a secure web interface that allows students, faculty, staff, and guests to access the schedule of classes and other important information 24 hours a day, 7 days a week. Student Planning is also available for registering for classes through an electronic Ed Plan.

Registration for credit classes can be completed and is encouraged through WebAdvisor up to midnight before the first day of class. All students register according to their priority registration status, which can be found on the Admissions and Records website (http://www.napavalley.edu/studentaffairs/AR/Pages/PriorityRegistration.aspx). After the first day of classes, students will need an add code from their instructor to register.

Classes with Waitlists

Waitlists are established for some classes, in the event of full enrollment. Once a seat becomes available, waitlisted students are registered automatically into class. Students must clear all registration holds prior to getting on the waitlist. Payment and fees apply as per the regular online registration process.

Students may also register for a closed class by receiving permission and an add code from the instructor on the first day of class.

English and Math Placement

Overview

In 2017, the California Legislature passed AB 705 to reform English and math placement standards and practices for students enrolling in California Community Colleges. To address the new requirements, Napa Valley College has significantly revised the pre-collegiate and freshman English and math curricula and developed new placement processes and standards for all incoming students beginning with registration for the Fall 2019 semester.

Resources

English and Math Placement Information (http://www.napavalley.edu/academics/Instruction/Pages/English-and-Math-Placement-(AB-705).aspx)
NVC English and Math Placement Tools (https://napavalley.co1.qualtrics.com/jfe/form/SV_cvjiQgcOaHCWrDT/#lower)

College-level English

- English Placement (http://www.napavalley.edu/academics/Instruction/SiteAssets/Pages/English-and-Math-Placement-(AB-705)/English%20Placement.pdf)

College-level Math

Placement for math follows one of two pathways:

- Statistics Placement Standards-MATH 232 Statistics (http://www.napavalley.edu/academics/Instruction/SiteAssets/Pages/English-and-Math-Placement-(AB-705)/Statistics%20Placement%20Standards-MATH%20232%20Statistics.pdf)
- B-STEM Placement Standards-MATH 106 College Algebra (http://www.napavalley.edu/academics/Instruction/SiteAssets/Pages/English-and-Math-Placement-(AB-705)/B-STEM%20Placement%20Standards-MATH%20106%20College%20Algebra.pdf)

Frequently Asked Questions

What Has Changed?

Students enrolling at Napa Valley College will no longer be required to take math and English placement examinations. New placement rules have been established to maximize the probability that a student will enter and complete transfer-level coursework in English and math within one year.

How will students know which English or math course they are eligible to take without a required placement exam?

Students will be placed in English and math classes on the basis of their cumulative high school GPA and completed high school courses. NVC is developing an online tool for students to determine which English and math courses they should take. Guideline placement tables for English and math are included on the following pages for reference.

Will students be able to complete college-level English and math in the first year at NVC?

Yes. Under the new placement guidelines, most students will be placed into college-level English and math courses in their first year with varying levels of recommended or required support courses based on the student's GPA and course history.

Will students need to submit their transcripts to NVC?

Yes. Students should be prepared with an electronic copy of their high school transcript verifying their GPA and completed courses when they apply at NVC. Hard copy transcripts are acceptable, as well, but will need to be submitted prior to registration.

What about students without a high school transcript?

Students without transcripts will be asked to self-report their high school GPA and courses completed.

Can students opt to start in a pre-collegiate course if they feel they need more preparation before taking a college-level English or math course?

Yes. Napa Valley College will still offer pre-collegiate courses in English and math for students who need additional preparation to be successful in college-level work.

Can students challenge their placement?

Yes. Napa Valley College allows students to challenge their placement in English and math. Students who wish to challenge placement will be required to demonstrate that they have the necessary skills and/or knowledge to be successful in college-level course without the additional support courses.

Student Records

Family Educational Rights and Privacy Act of 1974 (FERPA)

All student records are kept in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974. A student may request access to his or her individual records and may challenge the accuracy of the record or the appropriateness of its retention. (BP 5040/S6410 (http://www.napavalley.edu/AboutNVC/Trustees/bpmanual/ch5/BP5040.pdf))

A student's consent is needed for the release of records covered by the act. Student consent is not required for release of records to agencies entitled to access under the provisions of the act, e.g., campus officials, other schools, federal educational and auditing officers, and requests in connection with the application or receipt of financial aid. These provisions apply to records the student has requested or given consent to be released. Questions about the colleges records procedures should be directed to the Dean of Enrollment and Outreach Services.

Complaints as to improper release of records may be filed with the Department of Education, 600 Independence Avenue, S.W., Washington, D.C. 20202-4605.

Enrollment and Degree Verification

An enrollment verification certifies that a student is attending Napa Valley College during a specific time period. Verifications will provide information about the students status (full-time, part-time, or less than half-time). They can also be completed to indicate a degree received or a certificate of completion.

Visit the Admissions and Records website (http://www.napavalley.edu/studentaffairs/AR/Pages/EnrollmentVerification.aspx) for more information on completing an enrollment or degree verification.

Diploma

Diplomas are awarded after a student has successfully completed a graduation petition, completed all coursework and have cleared all debts with the college. Diplomas are printed three times a year (Fall, Spring, and Summer).
Diplomas will be mailed to the address currently on file in Admissions & Records approximately 12 weeks after the end of the semester. Please verify with the Admissions & Records office that your address is correct. Posting of the degree will appear on the official transcript approximately one month after grades are submitted for the term.

Visit the Admissions and Records website (http://www.napavalley.edu/studentaffairs/AR/Pages/CommencementDiploma.aspx) for more information on diplomas.

Transcripts

Transcripts are confidential records of a student's academic history and will be released only upon written request by the student. Transcripts may be requested through the Admissions and Records website (http://www.napavalley.edu/studentaffairs/AR/Pages/TranscriptRequests.aspx). Transcripts will not be released for students with outstanding college debt.

The first two official copies of a student's transcript will be issued at no charge but must be ordered in person; each additional copy is $5.00. Students should allow at least 7-10 working days to process a transcript request. Rush transcripts are available for pick-up or to be mailed regular USPS Mail the next business day after 12:00 noon for a fee of $10. plus the regular transcript fee of $5 per transcript ordered, up to 5 copies. Express service is available for same day receipt of transcript for a fee of $25 plus the regular transcript fee of $5 per transcript ordered, up to 5 copies. Transcripts of records prior to 2005 that are on microfilm are not available within this timeline. Certifications of UC and CSU (IGETC and GEC) are not available with a rush or express transcript order.

Recording on Transcripts

No "W" shall be recorded on the student's transcript when withdrawing from a course according to the following guidelines:

1. Full Term Courses: withdrawal prior to the third week of the term.
2. Short Term Courses (meeting less than the full term length): withdrawal by the 20% point of the length of the course

A "W" will be recorded on the student's transcript when withdrawing from a course according to the following guidelines:

1. Semester Length Courses: withdrawal during the third week through the 12th week of the term.

Short Term Courses (courses less than a semester in length): withdrawal after the 20% point through 75% point of the course.

Evaluation of Credit from Other Institutions

Napa Valley College accepts many lower division college or university units earned at other accredited institutions. These transferred units may be used to satisfy graduation requirements.

Official transcripts should be sent or delivered in person to:
Napa Valley College
Admissions and Records Office
2277 Napa-Vallejo Highway
Napa, CA 94558

An Admissions and Records Specialist will determine eligibility for, and extent of, credit. In general, there are no limits to the number of units a student may transfer to Napa Valley College. Courses may be used to meet degree requirements at Napa Valley College even if they have been used to meet requirements at another college or even if they are several years old. Napa Valley College does not grant college credit for courses completed at colleges/universities that are not regionally accredited, for life experiences, or for upper division courses. See the graduation requirements (p. 33) for more information. Please allow up to 6 weeks for evaluation of transcripts from other institutions.

Priority for transcript evaluation will be given to students that are currently enrolled in classes or receiving financial aid or veteran's benefits. To expedite an evaluation, students must make an appointment with a counselor. For more information, visit the Admissions and Records (http://www.napavalley.edu/studentaffairs/AR/Pages/NEW-Student-Initiated-Transcript-Evaluation-Request.aspx) webpage.

FINANCIAL INFORMATION

Student Fees

Enrollment Fees

All students enrolling in credit classes are required to pay enrollment fees. The current enrollment fee is $46 per unit, but is subject to change without prior notice.

Students who are unable to pay the fees may be eligible for financial aid or the California College Promise Grant (CCPG). All students are encouraged to complete the free application for Federal Student Aid (FAFSA) or California Dream Act application. For more information about the California College Promise Grant, NVC Promise, scholarships, loans, and grants, students should contact the Financial Aid Office, (707) 256-7300, Room 1132.

Note: Students who receive General Assistance, TANF, SSI or who are low income may apply for a fee waiver. See the Financial Aid section of the catalog for more information.

Non-Resident & International Tuition Fees

Students who are Non-residents of California (with the exception of AB540 students) and International Students are required by the state to pay both the non-resident fee and the Capital Outlay fee totaling $295 per unit in addition to the enrollment fee. These fees are subject to change without prior notice.

Accident Insurance Fee

All students are required to pay an Accident Insurance Fee of $1 per semester when they register for courses. The policy provides secondary insurance coverage for injuries and accidents, not illnesses, sustained by a registered student while involved in a class or other college sponsored activity. This fee is non-refundable once the term begins. All accidents should be reported immediately to your instructor and the Risk Management Services office. A copy of the policy is available from the Facilities Services and Risk Management Services offices in Bldg. 4100, (707) 256-7584.

Student Health Services Fee

Students taking more than 3 units in Fall and Spring are required to pay a semester health services fee of $20. Students taking 3 or fewer units in Fall and Spring are required to pay a semester health services fee of $10. Students taking any number of units in Summer are required to pay a semester health services fee of $10. Students taking only off-campus training classes which do not exceed a total of 40 hours of class time will be exempt from paying the fee.

Please note: Only students who depend exclusively upon prayer for healing may request a refund of the Student Health Services Fee. The refund form is available at the Student Health Center located in Building 2250.

This fee is non-refundable once the semester begins.

Student Representation Fee

All credit students are required to pay a $2 Student Representation Fee to the Associated Students of Napa Valley College (ASNVC), the student governing body. ASNVC officers may represent students' views at city, county and district governments, as well as state legislative offices and other government agencies. This fee is non-refundable once the semester begins.

A student may, for religious, political, financial or moral reasons refuse to pay the fee.

For more details or if you have questions regarding the $2 Student Representation Fee, please contact the Coordinator of Student Life at (707) 256-7341 or visit the Student Life Office located in Room 1342.

Materials Fee

Specific courses may require a materials fee in addition to the course cost per unit to cover the cost of materials used in these courses. The course materials fee is listed in the section information of the class schedule and may be subject to change from term to term. Non-payment of materials fees may result in being dropped from the class.

Please note: Financial Aid does not cover the cost of materials fees.

International Student Fees

International students must pay a nonresident tuition fee of $295.00 per unit (plus the $46 per unit enrollment fee). There is no financial aid available for international students. Tuition and enrollment fees will be collected in full at the time of registration.

The estimated costs for an academic year are as follows:

$6,800	Tuition and fees based on 12 units minimum required for 1 visa student.
$8,376	Food and housing (based on home stay)
$2,228	Books and other educational expenses
$1,126	Transportation
$3,160	Miscellaneous and personal
$1,116	Mandatory medical insurance (fall and spring/summer)
$22,806	Total

Appealing Fees

Students who wish to appeal Enrollment Fee decisions must file a Petition for Late Add, Drop, or Refund by the end of the term in which the fee is charged. Forms for this petition can be obtained through the Admissions and Records Office located in Building 1300 or online on the Admissions and Records page under Admissions & Records Forms. More information concerning these appeals can be obtained through the Admissions and Records Office in Building 1300 or by calling (707) 256-7200.

Enrollment Fee Refunds

Students who drop their classes by the deadline to drop without a "W" are eligible for an automatic refund of enrollment fees corresponding to the number of units dropped. Refunds will not be issued to students who drop after this date. Classes canceled by the college will automatically be refunded to the student. Please note: Late Start and Short Term courses will have a different "last day for refund" date. Please consult the Registration Calendar or the Late Start/Short Term Section Information Report on the Web Advisor home page for specific course refund dates.

Refunds for students with a Credit Waiver or California College Promise Grant are returned to the appropriate District account. Fees for canceled classes are automatically refunded.

For more information, contact the Cashier's Office at (707) 256-7188.

Processing of Refunds

All refunds processed for dropped classes are charged a $5 processing fee per student per semester. Credit card payments can only be refunded to the original credit card charged within 180 days of original payment. Refunds are processed approximately six weeks after late registration ends. Refunds are payable to the student whose name appears on the enrollment receipt regardless of who paid the fees. Refund checks will be mailed to the student's address that appears in their student record. Please notify the Admissions and Records Office with any address changes to ensure that you receive your refund check in a timely manner.

Non-Resident & International Student Refunds

Refunds for non-resident and international tuition will automatically be refunded. To determine the amount of the tuition fee for non-resident and international students to be refunded, please refer to the following schedule:

Drop Date Request Submitted:	Regular Semester	Summer Session
During the first two weeks of instruction	100%	100%
3rd week of instruction	75%	50%
4th week of instruction	50%	25%
5th week of instruction	25%	0%
After 5th week of instruction	0%	0%

Students who are unable to apply for a refund prior to the deadline due to personal illness or injury may apply for a late refund. A Petition for Late Add, Drop, or Refund Form must be submitted prior to the end of the semester/summer session and must include documentation of the circumstances which warrant approval of a late refund. Any petition without documentation attached will automatically be denied.

For more information, please refer to the Napa Valley College (http://www.napavalley.edu/Pages/default.aspx) website and select the *Fees and Refunds* link.
Reference: BP/AP 5030 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BP4T93763811)

Financial Aid

Applying for Financial Aid (p. 29)
Financial Aid Disbursement (p. 29)
Programs and Grants (p. 30)
Other Aid and Benefits (p. 31)

Our Mission

The mission of NVC Financial Aid programs is to promote student access and success by providing academic support and financial assistance to eligible students who want to pursue higher education.

As a result of participating in one or more of the Financial Aid, EOPS, or related programs, students will:

- Possess communication and social skills to success fully interact with family, friends and in the community;
- Integrate self-management skills that promote confidence, personal responsibility and active participation in any environment;
- Apply appropriate job seeking and employment retention skills in the ever-changing world of work;
- Develop collaborative relations that are respectful of diversity and individual differences;
- Discern, analyze, evaluate, and solve problems in all aspects of their lives; and
- Possess an esteemed sense of self and identity with confidence in one's heritage, upbringing, and personal characteristics.

Reference: BP/AP 5130 (http://go.boarddocs.com/ca/nvccd/Board.nsf/goto/?open&id=BGGRRY6F52A5)

Eligibility

Financial aid eligibility begins with an assessment of a family's ability to contribute to the cost of education. Based on information provided on the FAFSA, an Expected Family Contribution (EFC) is calculated. This amount determines eligibility for financial aid.

The FAFSA is processed by the U.S. Department of Education. The family contribution is based on a standard methodology established by the federal government. This methodology evaluates a number of factors which includes student's income and assets (and those of student's parents, if applicable) and family size. The Financial Aid Office will review the results of the analysis and make appropriate awards.

In determining eligibility, students may be asked to provide additional documents such as high school transcript, Federal Tax Return or IRS Tax Return transcripts, untaxed income verification, etc.

Students enrolling in a program of study abroad approved for credit at NVC may be eligible for financial aid. Students are encouraged to contact the Financial Aid Office early in their planning process.

In order to qualify for financial aid, students must:

- Be a regular student enrolled in a financial aid eligible program leading to a degree or certificate;
- Be in good academic standing;
- Demonstrate financial need;
- Be a U.S. citizen, or eligible non-citizen;
- Certify compliance with Selective Service Registration requirements;
- Not be in default on any loan or owe a repayment on any grant made under any Title IV program;
- Have a Social Security number; and
- Have a high school diploma or recognized equivalent.

State financial aid including the California College Promise Grant (CCPG) and the NVC Promise Program are also available to students who meet the AB 540 criteria. More information is available in the Financial Aid web page.

Expenses

The following budget offers a guideline of expenses for a school year at NVC:

Estimated 9-Month Standard Budget

Fees	$1,344
Books and Supplies	$1,970
Room and Board	$16,578
Transportation	$855
Personal/Miscellaneous	$3,780
Total	$24,527

Note: Budget based on student living away from home.

Any student or parent who would like to discuss detailed expenses should contact the Financial Aid/EOPS Office, Building 1100, Room 1132 at (707) 256-7300.

Applying for Financial Aid

Students must apply for financial aid each year. The priority application period is October 1st through March 2nd for the following academic year; however, applications are available throughout the year. It is a good idea to plan ahead as the process is lengthy.

Step 1: Apply for Financial Aid

- Complete the **FAFSA** (Free Application for Federal Student Aid) at StudentAid.gov (https://studentaid.gov/h/apply-for-aid/fafsa/) if you are a U.S. citizen or eligible non-citizen; OR
- Complete the **CADAA** (CA Dream Act Application) if you are an AB540 eligible Dreamer or DACA at https://dream.csac.ca.gov/.

Links to these applications may also be found on the Financial Aid web page at www.napavalley.edu/financialaid (http://www.napavalley.edu/financialaid/) by selecting "Financial Aid Applications."

Step 2: Apply for Admissions to NVC (if not yet completed)

Select the "Enroll Now" link at http://www.napavalley.edu/, then click on the CCCApply (Admissions Application). Be sure to provide your social security number (if applicable), legal name, current mailing address, and email addresses. Your financial aid application will not be processed until you have completed the application for admissions to NVC.

Step 3: Check the Status of Your Application and Submit Missing Documents

NVC should receive your financial aid application about 1 week after you submit it to the online processing center. You will receive an email from Financial Aid once we have received your application. Complete the financial aid application process:

- Login to WebAdvisor and click on "Financial Aid Self Service".
- Click on "Complete required documents" to determine what additional information you (and your parents if applicable) must submit to complete your financial aid file. Click the link under the missing item to open the form or process you need to complete.
- Return any required documents to the Financial Aid Office as soon as possible. Your financial aid application will not be processed for awards if you have missing or incomplete documents.
- Average processing time is 6-8 weeks after you have submitted all required documents. Peak processing time may be 12-16 weeks or longer.

Forms are also available online at www.napavalley.edu/financialaid (http://www.napavalley.edu/financialaid/) under the "Forms" button.

Step 4: Choose Your Financial Aid Refund Option (Payment Options)

- **Watch for a bright green BankMobile envelope in the mail after your financial aid file is complete.** NVC has partnered with BankMobile to provide electronic options for financial aid refunds (payments) to students. You must use the information provided in your green envelope to login to BankMobile and choose how you want to receive your money.

Step 5: Review Your Awards and Award Letter

- **When your file is complete, NVC will send you an award notification email.** You may view your awards and print your award letter in WebAdvisor Financial Aid Self-Service at any time.
- CA College Promise Grants (formerly known as the Board of Governors Fee Waiver) is a waiver which pays the CA resident enrollment fees before your file is complete. All other financial aid grants, work study, and loans are awarded AFTER you complete your financial aid file.
- Financial aid refunds are paid on regularly scheduled payment dates. See "Important Payment Information" at www.napavalley.edu/financialaid (http://www.napavalley.edu/financialaid/) for more information.

Awards

Priority for financial aid funding is given to students who demonstrate the highest need. Students who file applications by March 2nd and complete their file by submitting all required documents will be considered first priority for the Fall semester.

Aid will then be awarded based on need. Applications will be accepted throughout the academic year, and awards will be made throughout the year as long as funds are available.

Financial Aid Disbursement

The Federal Pell Grant is disbursed twice each semester. Federal SEOG, EOPS Grant, CARE Grant, Cal Grant B, Cal Grant C, SSCG and other grants are disbursed once each semester. Federal Direct Loans are disbursed in two payments during the eligible loan enrollment period. Loan payment dates vary by individual borrower eligibility and may require supplemental documentation prior to each disbursement. Financial aid refunds are processed on regularly scheduled payment dates throughout the academic year. For more information see Important Payment Information on the Financial Aid web page at www.napavalley.edu/financialaid (http://www.napavalley.edu/financialaid/).

Students may choose one of two ways to receive their grant and loan funds:

1. Electronically deposited to a student's personal Bank account.
2. Electronically deposit to the Bank Mobile Vibe account.

Federal and District Work Study checks are issued at the end of each month, based on the number of hours worked during the pay period, and are picked up at the Cashier's Office, Room 1542.

Repayment Regulations

Students who receive financial aid payments are subject to repayment rules as outlined by the federal government. A student who withdraws, drops out, or receives all failing grades (F, NC, NP, W) at the end of the term may be required to repay all or part of any financial aid funds received

Students who owe a repayment of financial aid funds will be ineligible to receive additional aid at this or any college until the student makes satisfactory arrangements for repayment. Students may have their repayment reduced or canceled if they attend an academic related activity or re-enroll and complete at least 1/2 unit during the term from which they withdrew. Students who owe a repayment of federal financial aid will be referred to the Department of Education for collection. Contact the Financial Aid/EOPS Office for more information.

Financial Aid for Non-Standard or Clock Hour Programs

A "non-standard program" for financial aid purposes is a program with courses that extend over more than one semester or programs that must be measured in clock hours for Federal/ State approval or licensure. If enrolled in a non-standard program, financial aid will be prorated based on the length of the program and the number of units or hours earned. Financial aid disbursements for non-standard programs may be paid at different intervals than payments for semester-based, credit programs. Students attending non-standard programs may be required to verify attendance and the number of hours and weeks completed in the program prior to receiving financial aid payments. Contact the Financial Aid/EOPS Office at (707) 256-7300 for more information.

The following financial aid eligible programs have been identified as "non-standard" at NVC:

- Basic Police Academy
- EMT-P. Paramedic
- Vocational Nursing

Financial Aid Programs and Grants

Grants

The California College Promise Grant (formerly Board of Governor's Enrollment Fee Waiver - BOGW) is available to students in need of enrollment fee assistance. To be eligible, a student must be a California resident or eligible under AB540 criteria (as of January 1, 2013), and:

- Complete the FAFSA and be determined eligible (most common method) or the California Dream Act application for AB540 students; or
- Be a recipient of Temporary Assistance for Needy Families (TANF), Supplemental Security Income (SSI) or General Assistance, or
- Meet special classification standards; or
- Meet the following income standards.

2020-2021 California College Promise Grant (CCPG) Income Standards

Family Size	Total 2018 Family Income
1	$18,735 or less
2	$25,365 or less
3	$31,995 or less
4	$38,625 or less
5	$45,255 or less
	(Add $6,630 for each additional family member)

NVC PROMISE Program - The Napa Valley College (NVC) Promise is now a 2 year program available to eligible full-time, first-time freshmen students, regardless of family income, who attend Napa Valley College in their first year after high school graduation and second year students who attend a California Community College full-time during the previous academic year. Students who attended college as a high school student (dual-enrolled) are considered to be first-time college freshmen after high school graduation and are eligible for this program.

The NVC Promise provides the following benefits for the first and second year:

- Grant and/or Scholarship to pay covered fees.
- Reduced cost parking permits.
- Exemption from the Pay-to-Stay requirement.

The NVC Promise application and information is available online at www.napavalley.edu/promise (http://www.napavalley.edu/promise/)

Federal Pell Grants of up to $6,345 per academic year are available to qualified students. This federal aid program is designed to provide assistance to those who demonstrate financial need while attending college. Students must submit the FAFSA each year to determine eligibility.

Federal Supplemental Educational Opportunity Grants (FSEOG) of $100 to $4,000 per academic year from federal funds may be available for Pell Grant eligible students who have financial need.

Cal Grant Awards are available to students who meet specific criteria and apply by March 2nd each year. Entitlement grants are awarded to high school seniors and students who graduated from high school the previous year. Competitive grants are awarded to students who are not eligible for an entitlement grant and who meet specific scoring criteria. California Community College students who missed the March 2nd deadline may apply for additional Cal Grant consideration. The deadline to apply is September 2nd. There are three types of awards available:

- **Cal Grant A Awards** are available to students who will attend a 4-year California college or university, but will be held in reserve for a community college student until they transfer.
- **Cal Grant B Awards** are available to students from low-income households and average up to $1,672 per year. This award may be used at both California Community Colleges and at four-year California colleges or universities.
- **Cal Grant C Awards** of up to $1,094 per year for training related costs are available to students pursuing a vocationally-oriented course of study of no more than 2 years in length.

Student Success Completion Grant (SSCG) awards of up to $4,000 annually are given to Cal Grant recipients who are enrolled at least full time (12 or more units). Students enrolled between 12 units to 14.5 units of course work required for their declared program of study are eligible for up to $649 per semester. Students enrolled in a minimum of 15 units of course work required for their declared program of study are eligible for up to $2,000 per semester. The intent of the program is to support student persistence, retention and success by providing students with additional assistance in order to complete their program with "scheduled timeframes".

CHAFEE Grants of up to $5,000 are available to current or former foster youth who have not reached their 26th birthday as of July 1 of the award year. Contact the Financial Aid Office at (707) 256-7300 for additional information.

Bureau of Indian Affairs Grants are available to students who are at least one-quarter Native American. These grants provide supplemental funds for educational expenses. Contact the Bureau of Indian Affairs at (916) 978-4329 or the local tribal council for application information.

CARE Grants are available for single parent EOPS students receiving CalWORKs/TANF to help pay for books, transportation, and child care. Support services to assist students in meeting their goals are part of the program.

Extended Opportunity Programs and Services Grants (EOPS) are available to eligible EOPS students with financial need. Additional support services are available through the EOPS program.

Work Study Program

The Work Study Program at Napa Valley College allows eligible students to gain valuable work experience and earn money while attending school. A work study award is a form of "self-help" financial aid that provides employment opportunities for students who need financial assistance in order to meet college expenses. Work study jobs are limited to a maximum of 20 hours per week, but usually have flexible hours to accommodate a student's academic schedule. Jobs are not guaranteed and eligibility to work must be renewed each academic year.

Student Eligibility

- Enroll at Napa Valley College in an eligible program leading to a degree or certificate.
- Be a U.S. Citizen or eligible non-citizen
- Meet and maintain Financial Aid Satisfactory Academic Progress (http://www.napavalley.edu/studentaffairs/FinancialAid/Pages/FinancialAidAcademicProgressPolicy.aspx) standards.
- Must enroll and maintain at least 6 units per semester.

International students may work in a district work study job on campus, if a job is available, and may work 3-20 hours per week. Students must present a F1 visa passport, I-94, Social Security Card, and approval from the International Student Advisor (I-20) prior to employment. To be eligible, an International student must:

- Maintain their F-1 visa status;
- Be enrolled in at least 12 units each semester;
- Meet and maintain Financial Aid Satisfactory Academic Progress (http://www.napavalley.edu/studentaffairs/FinancialAid/Pages/FinancialAidAcademicProgressPolicy.aspx) standards.

Federal Work Study (FWS)—Federal Work Study is a federally funded program available to students who submit the FAFSA and demonstrate financial need. FWS funding is limited, so not all students who receive a work study award will be able to work. Students who submit the Free Application for Federal Student Aid (FAFSA) and check the "interested in work study" box are automatically considered for federal work study awards.

District Work Study - Napa Valley College (NVC) provides a limited amount of District funding for the work study program and is designed to extend part-time employment opportunities to students who need financial assistance in order to meet college expenses.

CalWORKs Work Study funds are allocated to provide paid work opportunities that will enable CalWORKs students to meet CalWORKs work requirements while pursuing an educational program, to provide students with work experience that will make them more marketable when they finish their educational program, and to provide them with an additional source of income within the requirements of the CalWORKs program. If you are a participant in the CalWORKs program please contact your CalWORKs Counselor or Advisor in the Financial Aid/EOPS Office for assistance. Must set up an intake appointment with the NVC CalWORKs counselor to determine eligibility.

More information is available online at www.napavalley.edu/financialaid (http://www.napavalley.edu/financialaid/)

Loans

Federal Direct Loans are available to eligible students who have completed the financial aid application process. These loans have a low interest rate and are repayable six months after the borrower ceases to be a half-time student. Loan applications are available in September of the fall semester with an application deadline of March 30th. Additional Direct Loan information is available at the Financial Aid/EOPS Office or online. (http://www.napavalley.edu/studentaffairs/FinancialAid/Pages/default.aspx)

Other Aid and Benefits

Veterans Benefits

Various federal and state agencies determine eligibility for veteran benefits for both student veterans and veterans' dependents.

The Veterans Services Office, Room 1132, exists to aid veteran students and dependents who receive educational benefits from the Veterans Administration (VA). Students who intend to use VA educational benefits must contact the Veterans Services office each semester to complete all necessary forms. It may take the VA four to eight weeks to process the documents for benefits, and students should plan accordingly. Those seeking four year degrees are advised to keep track of their entitlement and anticipate any funding limitations.

Satisfactory Academic Progress - Federal regulations state that NVC is required to report a termination of Veterans Affairs benefits for any veteran or eligible person who is subject to dismissal. See sections of the catalog regarding college probation and dismissal for details. Payment of educational assistance allowance to a student terminated for unsatisfactory progress may resume at NVC once the student has been reinstated after dismissal.

Attendance - Federal regulation states that students using Veterans Affairs (VA) education benefits must follow the certifying institution's attendance policy. See sections of the catalog regarding NVC attendance requirements for details. Students not following the set attendance policy will become ineligible to receive full or partial VA benefits for the semester in question.

Scholarships

Scholarships ranging from $500 to $5,000, are awarded each year to students through an online application process overseen by the NVC Office of Financial Aid in partnership with the Napa Valley College Foundation. Annual workshops, along with individual assistance are provided to help students with the application process. All students are encouraged to apply. Applications are accepted from November through February for the following academic year. For more information contact the Financial Aid/EOPS Office at (707) 256-7300.

Satisfactory Academic Progress

The complete Financial Aid Satisfactory Academic Progress (SAP) Policy is available in the Financial Aid/EOPS Office and on their website. (http://www.napavalley.edu/studentaffairs/FinancialAid/Pages/default.aspx)

Each recipient of Financial Aid at Napa Valley College (NVC) must maintain Satisfactory Academic Progress in order to remain eligible for aid. Financial Aid refers to all federal, state, and local funds administered by the Financial Aid/EOPS Office. Satisfactory Academic Progress means the completion of the minimum number of units required by federal, state, and local guidelines, a 2.0 GPA, and progress towards completing an eligible degree or certificate.

It is the responsibility of all financial aid recipients to understand the terms and conditions of the NVC Financial Aid Satisfactory Academic Progress (SAP) Policy in order to maintain their eligibility to receive aid.

Three standards are used for the assessment of Satisfactory Academic Progress:

1. GPA, or required minimum grade point average. Students are required to maintain a 2.0 minimum cumulative GPA. The GPA will include all aided and unaided terms at NVC.
2. Pace, or required minimum completion rate. The minimum pace rate is 67% of all cumulative units attempted. Pace is the rate at which a student completes requirements for their educational goal and is calculated by dividing the number of cumulative units completed by the number of cumulative units attempted. Remedial and ESL units do count when calculating Pace for SAP.
3. Timeframe, or maximum number of attempted units the student is allowed to reach his/her educational objective. The maximum timeframe is 150% of the published length of the student's declared program. Timeframe includes transfer units and all aided and unaided terms of attendance. Students pursuing an AA/AS degree or transfer program are expected to complete their academic program at the end of 90 units. Students enrolled in a Certificate program are expected to complete their academic program in the equivalent of 150% of the published units required for completion.

A recipient may be immediately disqualified from financial aid if he/she withdraws from all units during a semester or completes all units with "F," "NP," "I," and/or "W" grades. If this occurs, the student may be required to repay all or part of the funds received. Students who have a cumulative GPA of less than a 2.0, pace rate below 67%, or who have exceeded the allowable timeframe may be disqualified from Financial Aid.

Students experiencing academic difficulties are encouraged to use the college's support services to maintain satisfactory academic progress and to remain in good standing. Students who fail to meet Satisfactory Academic Progress standards may have their aid disqualified. Documented extenuating circumstances that adversely affect academic performance (e.g., illness, family problems) will be considered through an appeal process.

Financial aid may be denied for any one of the following reasons:

1. Student fails to meet SAP standards;
2. Student has already completed an AA/AS degree, vocational certificate, BA/BS degree or higher, or 90 semester units;
3. Student cannot mathematically finish the declared program of study with the required cumulative GPA and pace within the allotted timeframe;
4. Student has already received 6 or more full-time equivalent years of Federal Pell Grant;
5. Student changes major multiple times;
6. Students on NVC dismissal (no appeal while on dismissal).

Students in the above categories will be required to submit a financial aid appeal to be considered for financial aid at NVC. The appeal process requires that academic transcripts from all prior schools be on file in the Admissions and Records Office and evaluated for educational plan development. All appeal decisions are final and incontestable.

GETTING YOUR DEGREE

Associate of Arts/Science

An associate degree documents students' educational achievements and provides them with a foundation for future learning. Since most jobs in the future will require some education beyond high school, the associate degree will make students more competitive in the job market.

Associate Degree (AA/AS) Requirements

To be awarded the *Associate in Arts* or the *Associate in Science* degrees (AA or AS), students must meet the following requirements:

1. **Unit Requirement** – 60 semester units in courses numbered between 90 and 399. Units from other colleges may be used if they are determined acceptable by the Admissions and Records Office.
2. **Scholarship Requirement** - Cumulative G.P.A. of 2.0 or better with a "C" or better in all classes in the major.
3. **Residence Requirement** – Completion of 12 semester units at NVC and attendance at NVC during the semester prior to graduation or 30 semester units completed at NVC.
4. **Competency Requirements** – Competency in reading, writing, mathematics: completion with a grade of "C" or better; in courses from Area (D) "Language and Rationality" of NVC General Education (p. 37) pattern.

Graduation Requirements

1. General Education Requirement

Completion of 18-21 semester units of general education (p. 37); one course of at least three units in each area. A course cannot be used to satisfy more than one area except in the case of NVC General Education Area E for the A.S. Degree. *Students who have already earned a Bachelor degree or higher from an accredited university are exempted from the General Education requirement.*

2. Kinesiology/Health Requirement

Choice of 3 units of KINE (formerly PHYE) and Dance courses or complete HELH-106.
Exemptions:

1. *Students majoring in Health Occupation;*
2. *Veterans with six months service receive unit credit for KINE (formerly PHYE) and HELH 106.*
3. *Completion of the Police Academy*
4. *Students who have already earned a Bachelor degree or higher from an accredited university.*

3. American History/Institutions Requirement (A.A. Degrees Only)

Select 1 course from Group 1 and 1 course from Group 2. Courses chosen to satisfy this requirement cannot be used to satisfy Area B. *Students who have already earned a Bachelor degree or higher from an accredited university are exempted from the American History and Institutions requirement.*

Code	Title	Units
Group 1: U.S. History		
Select 1 course from the following;		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3

Code	Title	Units
Group 2: Political Science		
Select 1 course from the following;		
POLI-120	Introduction to the Principles Of American Government	3

4. Completing a Major

Refer to the Programs of Study section of the catalog for the list of required courses to complete the major. Students should consult with a counselor and their program coordinator to ensure that all requirements for the major are being met. *Multiple Associates Degrees: Students can complete the requirements for more than one degree upon graduation, providing that all requirements are met for each academic program.*

5. Petition to Graduate

All candidates for AA/AS/AA-T/AS-T graduation must schedule a counseling appointment to apply for graduation and must file a petition in the Admissions and Records Office by the ninth week of the semester they wish to graduate. During the summer, students must file during the fifth week if they want to graduate in the summer semester. Candidates applying for Certificate of Achievement must apply for graduation with the program coordinator. Graduation petition deadlines are posted on the Admissions and Records website (http://www.napavalley.edu/studentaffairs/AR/Pages/PetitioningforGraduation.aspx) (select the Admissions and Records Calendar).

Only eligible students earning a degree or certificate of achievement from the previous summer and fall semester, as well as the current spring semester are eligible to participate in the annual commencement ceremony, which is traditionally held on the second to last Thursday in May. Check the Office of Student Affairs website for more information about commencement.

Associate of Arts Degrees (A.A.)

- Art History: AA (p. 83)
- Dance: AA (p. 126)
- Digital Art and Graphic Design: AA (p. 128)
- Ethnic Studies: AA (p. 151)
- Music-Instrumental Emphasis: AA (p. 168)
- Music-Vocal Emphasis: AA (p. 169)
- Musical Theater: AA (p. 171)
- Psychology: AA (p. 193)
- Spanish for Heritage Speakers: AA (p. 203)
- Spanish for Non-Heritage Speakers: AA (p. 204)
- Studio Arts-Ceramics: AA (p. 87)
- Studio Arts-Painting and Drawing: AA (p. 88)
- Theater Arts-Acting: AA (p. 207)
- Theater Arts-Technical Theater: AA (p. 208)
- University Preparation for a Specific Major: AA (p. 119)

Associate of Science Degrees (A.S.)

- Accounting: AS (p. 70)
- Addiction Studies: AS (p. 73)
- Administration of Justice: AS (p. 77)
- Business Administration: AS (p. 93)
- Child and Family Studies: AS (p. 101)
- Computer Studies: AS (p. 115)

- Digital Design Graphics Technology: AS (p. 130)
- EMT-P Paramedic: AS (p. 135)
- Entrepreneurship: AS (p. 95)
- Human Services: AS (p. 148)
- LGBT Education: AS (p. 156)
- Machine Tool Technology: AS (p. 162)
- Natural Science: AS (p. 90)
- Nursing: AS (p. 174)
- Photography: AS (p. 179)
- Pre-Health Science: AS (p. 91)
- Psychiatric Technician-Three Semester: AS (p. 189)
- Respiratory Care: AS (p. 196)
- Viticulture: AS (p. 210)
- Vocational Nursing: AS (p. 176)
- Welding Technology: AS (p. 216)
- Wine Marketing and Sales: AS (p. 211)
- Winemaking: AS (p. 212)

Associate Degree for Transfer

California Community Colleges offer Associate Degrees for Transfer (ADT) to the California State University (CSU) campuses. These degrees are specifically called the Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

To view the most current list of Napa Valley College Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please check the website www.adegreewithaguarantee.com. Current and prospective community college students are strongly encouraged to meet with an NVC Counselor to review their options for transfer and to develop a comprehensive educational plan that best meets their goals and needs.

Associate Degree For Transfer (ADT) Requirements

To be awarded the *Associate in Arts for Transfer* or the *Associate in Science for Transfer* degrees (AA-T or AS-T), students must meet the following requirements:

1. **Unit Requirement:** A student is eligible for graduation with the Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degree after satisfactory completion of a minimum of 60 CSU transferable units.
2. **Scholarship Requirement:** Cumulative grade point average (GPA) of 2.0 or better with a "C" or better in all classes in the major.
3. **Residency Requirement:** Completion of at least 12 semester units at Napa Valley College and be in attendance during the semester prior to graduation or have accumulated 30 units of coursework at Napa Valley College.

Graduation Requirements

1. General Education Requirement

Students seeking an Associate in Arts for Transfer or an Associate in Science for Transfer may complete one of two patterns for general education - the California State University General Education (CSU-GE) (p. 41) or the Intersegmental General Education Transfer Curriculum (IGETC) (p. 46) pattern. Students completing the IGETC pattern for transfer to a CSU campus should complete the Oral Communications requirements to meet additional admission criteria. Students completing the IGETC pattern for transfer to a UC campus should have the Language Other Than English (LOTE) Requirement completed.

2. American History/Institutions Requirement (Optional for CSU transfer)

This is not an admission requirement. CSU graduation requires completion of US History, Constitution and American Ideals Requirement.

Select 1 course from Group 1 and 1 course from Group 2. Courses chosen to satisfy this requirement cannot be used to satisfy Area B. *Students who have already earned a Bachelor degree or higher from an accredited university are exempted from the American History and Institutions requirement.*

Code	Title	Units
Group 1: U.S. History		
Select 1 course from the following;		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3

Code	Title	Units
Group 2: Political Science		
Select 1 course from the following;		
POLI-120	Introduction to the Principles Of American Government	3

3. Language other than English (IGETC for UC transfer only)

Completion of the equivalent of 2 years of high school study in the same language *(at U.S. high school or high school in a country where the language of instruction is English)*.

Code	Title	Units
NVC courses that meet this requirement		
ASL-120	First Semester American Sign Language	5
FREN-120	First Semester French	5
ITAL-120	First Semester Italian	5
SPAN-120	Elementary Spanish I	5-6
or SPAN-110 & SPAN-111	Elementary Spanish I (Part A) and Elementary Spanish I (Part B)	

Alternate ways to meet this requirement *(Official High School/College transcript and/or Exam Score must be on file for verification)*

1. College course (must list course and college)
2. High school course (must list course and college)
3. Completion by examination (must list name of exam, score and date taken)
   a. SAT II : Subject Test in Languages other than English
   b. International Baccalaureate Higher Level Examination with a score of 5 or higher

c. Language other than English "O" level exam with a grade of A, B, or C
d. Language other than English International "A" level exam with a score of 5, 6, or 7
e. An achievement test administered by a community college, university or other college in a language other than English

4. Two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English
5. Faculty member verification of a student's competency

4. Completing a Major
This requirement is satisfied by completing the courses listed as required for the major under various disciplines in the college catalog. Refer to the Programs of Study section of the catalog for the list of required courses to complete the major. Students should consult with a counselor and their program coordinator to ensure that all requirements for the major are being met.

> *Multiple Associates Degrees: Students can complete the requirements for more than one degree upon graduation, providing that all requirements are met for each academic program.*

5. Petition to Graduate
All candidates for AA/AS/AA-T/AS-T graduation must schedule a counseling appointment to apply for graduation and must file a petition in the Admissions and Records Office by the ninth week of the semester they wish to graduate. During the summer, students must file during the fifth week if they want to graduate in the summer semester. Candidates applying for Certificate of Achievement must apply for graduation with the program coordinator. Graduation petition deadlines are posted on the Admissions and Records website (http://www.napavalley.edu/studentaffairs/AR/Pages/PetitioningforGraduation.aspx) (select the Admissions and Records Calendar).

Only eligible students earning a degree or certificate of achievement from the previous summer and fall semester, as well as the current spring semester are eligible to participate in the annual commencement ceremony, which is traditionally held on the second to last Thursday in May. Check the Office of Student Affairs website for more information about commencement.

AA-T and AS-T Degree Applicable Courses
Only courses numbered 100 or higher can be applied to the AS-T or AA-T degrees. Courses numbered below 100 are applicable for other NVC degrees, but not for the AA-T or AS-T degrees.

Associate of Arts Degrees for Transfer (AA-T)

- Anthropology: AA-T (p. 81)
- Art History: AA-T (p. 84)
- Communication Studies: AA-T (p. 113)
- Elementary Teacher Education: AA-T (p. 104)
- English: AA-T (p. 139)
- History: AA-T (p. 141)
- Kinesiology: AA-T (p. 154)
- Music: AA-T (p. 170)
- Political Science: AA-T (p. 186)
- Psychology: AA-T (p. 194)
- Social Justice Studies: Ethnic Studies: AA-T (p. 152)
- Sociology: AA-T (p. 199)
- Spanish: AA-T (p. 202)
- Studio Arts: AA-T (p. 86)
- Theater Arts: AA-T (p. 206)

Associate of Science Degrees for Transfer (AS-T)

- Administration of Justice: AS-T (p. 78)
- Business Administration: AS-T (p. 94)
- Early Childhood Education: AS-T (p. 103)
- Hospitality Management: AS-T (p. 143)
- Mathematics: AS-T (p. 166)
- Physics: AS-T (p. 184)

Certificates

Certificates of Achievement

Certificates of Achievement must be approved by the Chancellor's Office and must consist of at least 8 units or more of degree-applicable course work. The certificate of achievement is designed to demonstrate that the student has completed coursework and developed capabilities relating to a career or general education. After successful completion of the required courses with a "C" or better, students must complete the petition form with their respective program coordinator. Once complete, certificates of achievement will appear on a student's transcript.

Requirements:

1. Complete major courses (with a grade of "C" or better, unless otherwise specified) as outlined in the catalog for a program approved as a Certificate of Achievement. Work with your Program Coordinator to certify that all requirements are met.
2. Complete the petition form (http://www.napavalley.edu/studentaffairs/AR/Documents/Petiton%20for%20Certificate%20of%20Achievement%2019%2020.pdf) (Program Coordinator's signature is required) on the Admissions and Records website by the deadline and submit to the *Office of Admissions and Records, North Lobby of Building 1300-Student Services Building*. Petitions received after the deadline will be processed the following semester.
   a. Deadline for Fall 2020: October 16th, 2020
   b. Deadline for Spring 2021: March 12th, 2021

- 911 Dispatcher: Certificate of Achievement (p. 123)
- Accounting-Bookkeeping: Certificate of Achievement (p. 71)
- Addiction Studies: Certificate of Achievement (p. 75)
- Advanced Microsoft Office Skills: Certificate of Achievement (p. 116)
- Analog Photography: Certificate of Achievement (p. 180)
- Architectural Drafting and Design: Certificate of Achievement (p. 131)
- Child and Family Studies: Certificate of Achievement (p. 108)
- Child and Family Studies-Associate Teacher: Certificate of Achievement (p. 106)
- Child and Family Studies-Associate Teacher with Administration: Certificate of Achievement (p. 107)
- Combination Welding Technician: Certificate of Achievement (p. 219)
- Commercial Photography: Certificate of Achievement (p. 181)
- Content Marketing: Certificate of Achievement (p. 96)
- CSU General Education: Certificate of Achievement (p. 120)
- Digital Design Graphics Technology: Certificate of Achievement (p. 132)

- Digital Photography: Certificate of Achievement (p. 182)
- Early Childhood Intervention: Certificate of Achievement (p. 110)
- EMT-P Paramedic: Certificate of Achievement (p. 136)
- Entrepreneurship: Certificate of Achievement (p. 97)
- Hospitality Management: Certificate of Achievement (p. 146)
- Human Services: Certificate of Achievement (p. 149)
- IGETC General Education: Certificate of Achievement (p. 121)
- Law Enforcement-Administration of Justice: Certificate of Achievement (p. 79)
- Law Enforcement-Basic Police Academy: Certificate of Achievement (p. 124)
- LGBT Education for Educators: Certificate of Achievement (p. 158)
- LGBT Education for Health Care Professionals: Certificate of Achievement (p. 159)
- LGBT Studies: Certificate of Achievement (p. 157)
- Machine Tool Technology: Certificate of Achievement (p. 163)
- Mechanical Drafting and Design: Certificate of Achievement (p. 133)
- Psychiatric Technician-Fast-Track: Certificate of Achievement (p. 191)
- Psychiatric Technician-Three Semester: Certificate of Achievement (p. 190)
- Viticulture and Enology: Certificate of Achievement (p. 213)
- Vocational Nursing: Certificate of Achievement (p. 177)
- Welding Technician Basic: Certificate of Achievement (p. 218)
- Welding Technology: Certificate of Achievement (p. 220)
- Wine Marketing and Sales: Certificate of Achievement (p. 214)

Local and Skills Certificates

Skills Certificates and Local Certificates are not transcriptable, but usually give students a specific skillset or are achieved while working towards a degree. After successful completion of the required courses with a "C" or better, students must complete the petition form with their respective program coordinator to receive their local or skills certificate.

Requirements

1. Complete major courses (with a grade of "C" or better, unless otherwise specified) as outlined in the catalog for a program approved as a Local or Skills Certificate. Work with your Program Coordinator to certify that all requirements are met.
2. Complete the petition form (http://www.napavalley.edu/studentaffairs/AR/Documents/Petition%20for%20local%20skill%20certificate.pdf) (Program Coordinator's signature is required) on the Admissions and Records website, and submit this form to the *Office of Instruction, Room 1532- Building 1500 Administration Building.*

- Beginning Microsoft Office Software: Local Certificate (p. 117)
- Business-Entrepreneurship: Local Certificate (p. 98)
- Child and Family Studies-Assistant: Local Certificate (p. 105)
- Child and Family Studies-Master Teacher Specialization: Local Certificate (p. 109)
- Intermediate Basic Culinary Skills: Skills Certificate (p. 145)
- Introductory Basic Culinary Skills: Skills Certificate (p. 144)
- Machine Tool Technology One-Year: Local Certificate (p. 164)
- Marketing: Local Certificate (p. 99)
- Specialization in Administration and Mentoring: Skills Certificate (p. 111)
- Welder's Assistant: Local Certificate (p. 217)

GENERAL EDUCATION

NVC General Education

Effective Fall 2020 through Summer 2021

The following are the minimum general education requirements to be filled for graduation with a local Associate of Arts and/or an Associate of Science degree from Napa Valley College. If you are a transfer student, choose only courses that appear both here *and* on the appropriate transfer general education/breadth sheet (either the CSU-GE or IGETC advising sheet). Students who have already earned a Bachelor degree or higher from an accredited university are exempted from local NVC GE requirements. Consult a Counselor for more information.

Note: A course may be used for only one category except in the case of Area E for the AS degree. Students are required to complete 18-21 semester units in Areas A through E below. Information on this form is subject to change, please check the Napa Valley College catalog addendum webpage for revised requirements.

Statement of Philosophy

General education, an integrated program of courses, is the foundation of the Associate Degree. General education courses introduce students to the achievements, the methods of inquiry and the major principles and concepts in the humanities, the social sciences, mathematics, and the natural sciences. Graduates possess a common foundation of knowledge for understanding their physical environment, culture and society and the skills of inquiry, reflection, and expression for personal growth and lifelong learning.

A. Natural Science

Courses in the natural sciences are those that examine the physical universe, its life forms, and its natural phenomena. These courses will help the student develop an appreciation and understanding of the scientific method and also impart to the student an understanding of the relationships between science and the world around them. This category will include introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physical geography, biological anthropology, physics and other scientific disciplines.

B. Social and Behavioral Sciences

Courses in the social and behavioral sciences are those that focus on people as members of society. The courses will develop an awareness of the method of inquiry used by the social and behavioral sciences. It should stimulate critical thinking about the ways people act in response to their societies and should promote an appreciation of how societies and social subgroups operate. This category will include introductory or integrative courses in cultural anthropology, cultural geography, economics, history, political science, psychology, sociology and related disciplines.

C. Humanities

Courses in the humanities are those that study the cultural activities and artistic expressions of human beings. The courses will help the student develop an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them with artistic and cultural creation and help the student develop aesthetic understanding and an ability to make value judgments. This category will include introductory or integrative courses in the arts, foreign languages, literature, philosophy, religion, and related disciplines.

D. Language and Rationality

Courses in language and rationality are those that develop the principles and applications of language, whether it be written, spoken or symbolic. These courses will explore language toward logical thought, clear and precise expression, and critical evaluation of communication. Three components of this area will be required.

D1. English Composition

Courses fulfilling the composition requirement will focus on written language. The course includes substantial instruction and practice in both expository and argumentative writing.

D2. Mathematical Concepts and Quantitative Reasoning

Courses fulfilling the mathematical concepts and quantitative reasoning requirement will focus on symbolic language. The course will help a student successfully process information requiring quantitative analysis, calculation, and the ability to use and criticize quantitative arguments.

D3. Communication and Analytical Thinking

Courses fulfilling the communication and analytical thinking requirement will focus on spoken or symbolic language. Courses fulfilling the requirement include oral communication, mathematics, logic, computer languages and programming, and related disciplines. The course will help the student achieve an understanding of the relationship between language and logic, developing an ability to communicate ideas, analyze and solve problems, and identify the assumptions upon which particular conclusions depend.

E. Multicultural/Gender Studies

Courses in multicultural/gender studies introduce students to multiple perspectives on contemporary social life. The course shall present an analysis of culture as well as gender, contributions and perspectives of underrepresented cultures and examine at least three specific social groups. Such analysis is to be explicit, not implicit, in the course of study. The course should include analysis of the contributions or perspectives of people belonging to multiple social groups including, but not limited to, groups based on age, sex, gender, race, ethnicity, sexual orientation, and disability. This category will include introductory courses in a variety of disciplines.

An associate degree documents students' educational achievements and provides them with a foundation for future learning. Since most jobs in the future will require some education beyond high school, the associate degree will make students more competitive in the job market.

An NVC associate degree consists of two main elements:

1. General education, which gives students a broad base of knowledge and
2. An academic program, in which a student specializes in a particular field of study. Depending on the academic program selected, the student will be awarded an Associate of Arts (A.A.) or Associate of Science (A.S.) Degree.

At Napa Valley College, the A.S. degree is earned in career technical programs that provide students with skills and training for immediate entry into the workforce, or in the fields of Science, Technology, Engineering or Mathematics. The A.A. Degree is earned for all other academic areas.

For Associate Degree for Transfer degrees (ADTs) see that section of the catalog as requirements are different for these degrees.

Area A: Natural Science

Select 1 course (minimum 3 units) from the following;

Code	Title	Units
ANTH-120	Biological Anthropology	4
ASTR-110	Descriptive Astronomy	3
ASTR-111	Practical Astronomy	3
BIOL-103	Introduction to Nutrition	3
BIOL-105	Human Biology	4
BIOL-110	Survey of Biology	4
BIOL-112	Introduction to Ecology	3
BIOL-117	Wildlife Biology	3
BIOL-120	General Biology	4
BIOL-218	Human Anatomy	5
CHEM-110	Introduction to Chemistry	4
CHEM-111	Introduction to Organic & Biological Chemistry	4
CHEM-120	General Chemistry 1	5
EART-110	Earth Science	4
ENVS-115	Energy, the Environment & Sustainability	3
GEOG-110	Physical Geography	3
GEOL-110	Physical Geology	3
HEOC-100	Basic Anatomy & Physiology	3
PHYS-110	Descriptive Physics	3
PHYS-120	General Physics 1	4
PHYS-140	Physics for Scientists & Engineers 1	4

Area B: Social and Behavioral Sciences

Select 1 course (minimum 3 units) from the following;

Code	Title	Units
ADMJ-121	Introduction to Criminal Law	3
ADMJ-122	Introduction to Criminal Procedures	3
ADMJ-125	Introduction to Evidence	3
ANTH-121	Introduction to Cultural Anthropology	3
ANTH-122	Magic, Witchcraft, and Religion	3
ANTH-130	Introduction to Archaeology	3
ANTH-131	Mesoamerican Archaeology	3
ANTH-145	Medical Anthropology	3
ANTH-150	Anthropology of Sex, Gender and Sexuality	3
ANTH-180	The Anthropology of Childhood	3
ANTH-200	Linguistic Anthropology	3
CFS-120	Child Development	3
CFS-140	The Child, Family and Community	3
CFS-180	The Anthropology of Childhood	3
ECON-100	Principles of Macroeconomics	3
ECON-101	Principles of Microeconomics	3
ECON-120	Economic History of the U.S.	3
ENGI-110	Introduction to Engineering	3
GEOG-101	World Regional Geography	3
HIST-120	United States History 1 [1]	3
HIST-121	United States History 2 [1]	3
HIST-122	World History 1	3
HIST-123	World History 2	3
HIST-140	History of Modern Latin America	3
HIST-142	History of Mexico	3
HIST-145	California History	3
HIST-150	History of American Women 1600-1900 [1]	3
HIST-152	History of American Women Since 1900 [1]	3
HSRV-120	Introduction to Human Services	3
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3
LGBT-121	LGBT Communities, Family & Education in the 21st Century	3
POLI-120	Introduction to the Principles Of American Government [1]	3
POLI-125	Introduction to Modern Political Ideology	3
POLI-135	Comparative Government	3
POLI-140	International Relations	3
PSYC-120	General Psychology	3
PSYC-123	Social Psychology	3
PSYC-124	Psychology of Adjustment	3
PSYC-125	Human Development	3
PSYC-126	Abnormal Psychology	3
PSYC-128	Cross-Cultural Psychology	3
PSYC-135	Human Sexuality	3
PSYC-220	Research Methods in Psychology	3
SOCI-120	Introduction to Sociology	3
SOCI-122	Social Problems	3
SOCI-123	Social Psychology	3
SOCI-130	Introduction to Queer Studies	3
SOCI-140	Sociology of Sex and Gender	3
SOCI-150	Sociology of Race & Ethnicity	3
SOCI-190	Introduction to Social Research	3
SPCOM-126	Intercultural Communication	3

[1] A.A. Degree only: courses chosen to satisfy the History and Institutions requirement cannot be used to satisfy Area B.

Area C: Humanities

Select 1 course (minimum 3 units) from the following;

Code	Title	Units
ASL-120	First Semester American Sign Language	5
ASL-121	Second-Semester American Sign Language	5
ANTH-150	Anthropology of Sex, Gender and Sexuality	3
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
ARTH-118	Survey of Modern Art	3
ARTH-130	History of Asian Art	3
ARTH-135	Arts of Africa, Oceania, and Native North America	3
ARTH-180	History of Photography	3
ARTS-100	Foundations of Studio Arts	3
CFS-145	Language Development & Early Literacy	3

DANS-160	Dance Appreciation	3
DANS-170	Dance History	3
DART-101	Graphic Design Foundations	3
DART-120	Intro to Digital Art & Graphic Design	3
ENGL-121	Advanced Composition and Literary Analysis	3
ENGL-123	Advanced Composition and Critical Thinking About Literature	4
ENGL-213	Survey of British Literature 1	3
ENGL-214	Survey British Literature 2	3
ENGL-215	Survey of American Literature 1	3
ENGL-216	Survey of American Literature 2	3
ENGL-220	Shakespeare:Introduction	3
ENGL-224	Survey of Native American Literature	3
ENGL-226	Survey of African American Literature	3
FILM-100	Survey and Appreciation of Film	3
FILM-101	Introduction to Film Production	3
FILM-102	Survey of Film and Media	3
FILM-105	Film History: 1895-1949	3
FILM-110	Culture and Gender in Film	3
FILM-115	World Cinema	3
FILM-120	Horror Film	3
FILM-121	Film Comedy	3
FILM-125A	Film Genres: Film Noir	3
FILM-125B	Film Genres: Western	3
FILM-125C	Film Genres: Drama	3
FILM-125D	Film Genres: Musical	3
FREN-120	First Semester French	5
FREN-121	Second Semester French	5
HIST-122	World History 1	3
HIST-123	World History 2	3
HUMA-100	The American Mind 1	3
HUMA-101	The American Mind 2	3
HUMA-112	Introduction to Africana Studies	3
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	3
HUMA-125	Introduction to Latin American Studies	3
HUMA-151	Women's Ethnic Heritage	3
HUMA-160	Filipina(o)-American Heritage	3
HUMA-174	Culture and Gender in Theater	3
HUMA-186	Culture and Gender in Films	3
ITAL-120	First Semester Italian	5
ITAL-121	Second Semester Italian	5
MUSI-110	Fundamentals of Music	3
MUSI-112	Survey & Appreciation of Music	3
MUSI-114	Survey & History of Jazz	3
MUSI-121	Music Theory I	3
MUSI-122	Music Theory II	3
PHIL-120	Introduction to Philosophy 1	3
PHIL-121	Introduction to Philosophy 2	3
PHIL-125	Introduction to Ethics	3
PHIL-127	Feminist Philosophy	3
PHIL-128	Social and Political Philosophy	3
PHIL-129	Introduction to Epistemology and Metaphysics	3
PHIL-131	Introduction to Logic and Critical Thinking	3
PHIL-133	World Philosophy	3
PHIL-134	Philosophy of Religion	3
PHIL-137	Comparative Religions	3
PHOT-120	Introduction to Photography	3
PHOT-180	History of Photography	3
SPAN-111	Elementary Spanish I (Part B)	3
SPAN-120	Elementary Spanish I	5
SPAN-121	Elementary Spanish II	5
SPAN-240	Intermediate Spanish I	5
SPAN-241	Intermediate Spanish II	5
SPAN-280	Spanish for Heritage Speakers I	5
SPAN-281	Spanish for Heritage Speakers II	5
SPAN-282	Introduction to Hispanic Literature	3
THEA-100	Introduction to Theater	3
THEA-105	Culture and Gender in Theater	3

Area D: Language and Rationality

Complete 3 courses with a grade of "C" or better, one each from D1, D2, and D3 (minimum of 9 units) from the following;

Code	Title	Units
Area D1: English Composition [1]		
ENGL-120	College Compositon and Research	4
ENGL-120B	Reading and Composition Stretch 2	3
Area D2: Mathematics [2]		
MATH-94	Intermediate Algebra	5
MATH-95	Foundations of Algebra for Math Intensive Fields	5
MATH-99	Intermediate Algebra, Part B	3
MATH-106	College Algebra	4
MATH-108	Trigonometry	3
MATH-115	Applied Calculus	5
MATH-120	Calculus I	5
MATH-121	Calculus II	5
MATH-130	Mathematical Concepts for Elementary School Teachers-Number Systems	3
MATH-220	Linear Algebra	3
MATH-221	Multivariable Calculus	5
MATH-222	Differential Equations	3
MATH-232	Statistics	3
MATH-235	Finite Mathematics	3
TECH-107	Technical Mathematics II	3
Area D3: Communication and Analytical Thinking		
ADMJ-123	Introduction to Community Policing	3
ADMJ-124	Introduction to Investigation	3
ASL-120	First Semester American Sign Language	5
ANTH-150	Anthropology of Sex, Gender and Sexuality	3
ANTH-200	Linguistic Anthropology	3
ASTR-111	Practical Astronomy	3
BIOL-103	Introduction to Nutrition	3
BIOL-110	Survey of Biology	4

BIOL-112	Introduction to Ecology	3
BIOL-120	General Biology	4
BIOL-219	Human Physiology	5
BIOL-220	General Microbiology	5
BIOL-240	General Zoology	5
BIOL-241	General Botany	5
BUSI-103	Legal Environment of Business	3
BUSI-297	Personal Money Management	3
CHEM-110	Introduction to Chemistry	4
CHEM-111	Introduction to Organic & Biological Chemistry	4
CHEM-120	General Chemistry 1	5
CHEM-121	General Chemistry 2	5
CFS-123	Observation & Assessment	4
CFS-135	The Cognitive Development of Young Children	3
CFS-140	The Child, Family and Community	3
CFS-155	Sensitive Issues in Early Childhood	3
COUN-100	College Success	3
EART-110	Earth Science	4
ECON-100	Principles of Macroeconomics	3
ECON-101	Principles of Microeconomics	3
ENGL-121	Advanced Composition and Literary Analysis	3
ENGL-123	Advanced Composition and Critical Thinking About Literature	4
ENGL-125	Advanced Composition & Critical Thinking	3
ENGL-200	Introduction to Creative Writing 1	3
ENGL-201	Introduction to Creative Writing 2	3
ENGL-202	Introduction to Creative Writing 3	3
ENGL-213	Survey of British Literature 1	3
ENGL-214	Survey British Literature 2	3
ENGL-215	Survey of American Literature 1	3
ENGL-216	Survey of American Literature 2	3
ENGL-220	Shakespeare:Introduction	3
ESL-106	Oral Communication 3	4
FILM-110	Culture and Gender in Film	3
HEOC-101	Pharmacology	3
HUMA-100	The American Mind 1	3
HUMA-101	The American Mind 2	3
HUMA-125	Introduction to Latin American Studies	3
HUMA-186	Culture and Gender in Films	3
LIBR-100	Becoming a Skilled Researcher [3]	1
MATH-90	Beginning Algebra	5
MATH-93	Applied Algebra for Statistics	3
MATH-94	Intermediate Algebra	5
MATH-95	Foundations of Algebra for Math Intensive Fields	5
MATH-97	Beginning Algebra, Part B	3
MATH-99	Intermediate Algebra, Part B	3
MATH-106	College Algebra	4
MATH-108	Trigonometry	3
MATH-115	Applied Calculus	5
MATH-120	Calculus I	5
MATH-121	Calculus II	5
MATH-220	Linear Algebra	3
MATH-221	Multivariable Calculus	5
MATH-222	Differential Equations	3
MATH-232	Statistics	3
MATH-235	Finite Mathematics	3
PHIL-120	Introduction to Philosophy 1	3
PHIL-121	Introduction to Philosophy 2	3
PHIL-125	Introduction to Ethics	3
PHIL-126	Contemporary American Ethics	3
PHIL-131	Introduction to Logic and Critical Thinking	3
PHYS-110	Descriptive Physics	3
PHYS-120	General Physics 1	4
PHYS-121	General Physics 2	4
PHYS-140	Physics for Scientists & Engineers 1	4
PHYS-240	Physics for Scientists & Engineers 2	4
POLI-125	Introduction to Modern Political Ideology	3
POLI-135	Comparative Government	3
POLI-140	International Relations	3
PSYC-124	Psychology of Adjustment	3
PSYC-135	Human Sexuality	3
PSYC-220	Research Methods in Psychology	3
RESP-120	Respiratory Care Theory I	6
SOCI-122	Social Problems	3
SOCI-190	Introduction to Social Research	3
SPAN-240	Intermediate Spanish I	5
SPAN-241	Intermediate Spanish II	5
SPAN-280	Spanish for Heritage Speakers I	5
SPAN-281	Spanish for Heritage Speakers II	5
SPCOM-120	Interpersonal Communication	3
SPCOM-122	Public Speaking	3
SPCOM-124	Career Communication	3
SPCOM-126	Intercultural Communication	3
SPCOM-128	Critical Thinking: Argumentation and Debate	3
TECH-92	Technical Mathematics 1	3
TECH-107	Technical Mathematics II	3
THEA-110	Acting I	3
THEA-140	Technical Theatre in Production [3]	1-3
THEA-156	Theater Production: Classical	1-3
THEA-210	Acting III	3
THEA-244	Acting IV	3

[1] Writing competency can be demonstrated through the completion of the English composition requirements under GE area D1 with a "C" or better.

[2] Math competency can be demonstrated through tests offered by the Assessment Center, or with completion of the Mathematics requirements under GE Area D2 with a grade of "C" or better.

Area E: Multicultural/Gender Studies

Effective Fall 2001 for the A.S. Degree only, course taken for Area E may double count for one other area of GE, providing the course is listed in that area.

Select 1 course (minimum 3 units) from the following;

Code	Title	Units
ADMJ-123	Introduction to Community Policing	3
ANTH-121	Introduction to Cultural Anthropology	3
ANTH-145	Medical Anthropology	3
ANTH-150	Anthropology of Sex, Gender and Sexuality	3
ANTH-180	The Anthropology of Childhood	3
CFS-140	The Child, Family and Community	3
CFS-180	The Anthropology of Childhood	3
ENGL-224	Survey of Native American Literature	3
ENGL-226	Survey of African American Literature	3
FILM-110	Culture and Gender in Film	3
HIST-145	California History	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3
HCTM-126	Culture and Cuisine	3
HSRV-124	Working With Diverse Populations	3
HUMA-100	The American Mind 1	3
HUMA-101	The American Mind 2	3
HUMA-112	Introduction to Africana Studies	3
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	3
HUMA-125	Introduction to Latin American Studies	3
HUMA-151	Women's Ethnic Heritage	3
HUMA-160	Filipina(o)-American Heritage	3
HUMA-174	Culture and Gender in Theater	3
HUMA-186	Culture and Gender in Films	3
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3
LGBT-121	LGBT Communities, Family & Education in the 21st Century	3
PHOT-182	Photography in a Multicultural United States	3
PSYC-128	Cross-Cultural Psychology	3
SOCI-130	Introduction to Queer Studies	3
SOCI-140	Sociology of Sex and Gender	3
SOCI-150	Sociology of Race & Ethnicity	3
SPCOM-126	Intercultural Communication	3
THEA-105	Culture and Gender in Theater	3

Additional Graduation Requirements

American History/Institutions Requirement (A.A. Degrees Only)

Select 1 course from Group 1 and 1 course from Group 2. Courses chosen to satisfy this requirement cannot be used to satisfy Area B. *Students who have already earned a Bachelor degree or higher from an accredited university are exempt from the American History/Institutions Requirements.*

Code	Title	Units
Group 1: U.S. History		
Select 1 course from the following;		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3

Code	Title	Units
Group 2: Political Science		
Select 1 course from the following;		
POLI-120	Introduction to the Principles Of American Government	3

Kinesiology/Health Requirement

Choice of 3 units of Kinesiology (KINE) and/or Dance (DANS) courses or complete HELH-106.
Exemptions:

1. *Students majoring in Health Occupation;*
2. *Veterans with six months service receive unit credit for KINE (formerly PHYE) and HELH 106.*
3. *Completion of the Police Academy*
4. *Students who have already earned a Bachelor degree or higher from an accredited university.*

Math, Reading, and Writing Competencies

- **Math competency** can be demonstrated through tests offered by the Assessment Center, or with completion of the Mathematics requirements under GE Area D2 with a "C" or better.
- **Reading competency** can be demonstrated with a grade of "C" or better in a transferable course with a strong reading component.
- **Writing competency** can be demonstrated through the completion of the English composition requirements under GE Area D1 with a "C" or better.

CSU General Education

Effective Fall 2020 through Summer 2021

A new CSU General Education course list is published each academic year and courses may be added or deleted. If a course no longer appears on the current year's list, the student may still receive credit for the certified course, if it was approved at the time when the student took the course. A course may be used to satisfy only one General Education area, unless it is noted otherwise. The list of courses approved for the CSU General Education pattern is available online at the college's Articulation website (http://www.napavalley.edu/studentaffairs/Articulation/Pages/welcome.aspx).

Students are strongly advised to consult with their NVC Counselor for specific transfer and admissions requirements. More information can be obtained from the NVC Counseling Center or the Transfer Center to obtain additional information regarding CSU and UC campus specific transfer general education course qualifications.

Napa Valley College students have the opportunity to complete all of their lower division CSU-GE requirements for the BA/BS Degree prior to transferring to any of the 23 California State Universities. The General Education Requirements for the California State University (CSU) system specifies courses within subject areas which will satisfy the 39 lower

division GE requirements for any campus. Completion of CSU GE is *not required* before transfer but it is *highly recommended* for most students. Completion of at least 30 of the 39 lower division GE and Areas A1, A2, A3, and B4 requirements is necessary to transfer to a CSU with upper division standing. To be eligible for admission, students must also have a total of 60 CSU transferable units with a minimum cumulative GPA of 2.0.

For some students in *high unit major*s such as sciences and engineering, completing the pre-major course requirements will be a priority over completing GE requirements. Napa Valley College courses with a number designation of 100 through 299 are transferable to all CSU campuses, but only a select group of these courses qualify for CSU GE.

Students pursuing an AS-T or AA-T degree must complete the entire CSU-GE pattern by meeting all requirements in the five GE Areas A through E. The U.S. History, Constitution and American Ideals is not required but highly recommended.

By following the pattern of CSU General Education (GE) requirements, the student will be eligible for:

1. **Certificate of Achievement in CSU General Education:** Students must meet with a Counselor to complete this petition prior to the deadline. Completion of this local NVC Certificate of Achievement will be noted on the final transcript and allows students to participate in the annual graduation ceremony.
2. **Certification of CSU General Education Breadth Requirements:** Students must request CSU-GE certification when requesting final transcripts to be sent from NVC to the CSU transfer school. The transcript requests can be made online or at the Napa Valley College Admissions and Records office. Students may qualify for either full certification or partial subject-area certification.
   a. **Full CSU-GE Certification:** All requirements must be completed in all five CSU-GE Areas A through E. Obtaining full certification means a student will not have to complete additional lower division GE requirements that may be required at that CSU school. *The U.S. History, Constitution and American Ideals* is **not** a part of CSU-GE Certification, however the courses that comprise this requirement can be double-counted in Area D. Please consult a Counselor for details.
   b. **Partial CSU-GE Certification:** Partial CSU-GE Certification is granted when all courses in one or more subject areas of CSU-GE have been completed. A student who transfers to a CSU with partial GE Certification will not have to complete GE requirements in that same GE Area upon transfer. If a student has not fully completed the requirements of an area, that area may not be certified.

Courses taken at CSU campuses or other California Community Colleges will be applied to the subject areas in which they were listed by the school where the course was taken. All CSU campuses allow applicants who submit full or partial certifications to double count courses for general education and major requirements, but most campuses have limitations. Consult a Counselor for details.

Note: Courses may be listed in more than one area, but shall not be counted in more than one area. A grade of "C-" or higher is required for courses in Areas A1, A2, A3, and B4. Information on this form is subject to change, please check with the Counseling Office for details.

Area A: English Language Communication and Critical Thinking

Select 1 course each (9 units minimum) from A1, A2, and A3 with a minimum grade of "C-."

Code	Title	Units
A1: Oral Communication (3 units minimum)		
Grade of "C-" or better is required.		
SPCOM-120	Interpersonal Communication	3
SPCOM-122	Public Speaking	3
SPCOM-124	Career Communication	3
SPCOM-126	Intercultural Communication	3
SPCOM-128	Critical Thinking: Argumentation and Debate	3
SPCOM-130	Small Group Communication	3
A2: Written Communication (3 units minimum)		
Grade of "C-" or better is required.		
ENGL-120	College Compositon and Research	4
ENGL-120B	Reading and Composition Stretch 2	3
A3: Critical Thinking (3 units minimum)		
Grade of "C-" or better is required.		
ENGL-123	Advanced Composition and Critical Thinking About Literature	4
ENGL-125	Advanced Composition & Critical Thinking	3
PHIL-120	Introduction to Philosophy 1	3
PHIL-121	Introduction to Philosophy 2	3
PHIL-126	Contemporary American Ethics	3
PHIL-131	Introduction to Logic and Critical Thinking	3
SPCOM-128	Critical Thinking: Argumentation and Debate	3

Area B: Scientific Inquiry and Quantitative Reasoning

Select 2 courses, one from Area B1 and one from Area B2, with at least one approved laboratory course. In addition, select 1 Mathematics course from Area B4. (9 units minimum)

Code	Title	Units
B1: Physical Sciences (3 units minimum)		
ASTR-110	Descriptive Astronomy	3
ASTR-111	Practical Astronomy	3
CHEM-110	Introduction to Chemistry (Satisfies Laboratory Course Requirement)	4
CHEM-111	Introduction to Organic & Biological Chemistry (Satisfies Laboratory Course Requirement)	4
CHEM-120	General Chemistry 1 (Satisfies Laboratory Course Requirement)	5
CHEM-121	General Chemistry 2 (Satisfies Laboratory Course Requirement)	5
CHEM-240	Organic Chemistry 1 (Satisfies Laboratory Course Requirement)	4
CHEM-241	Organic Chemistry 2 (Satisfies Laboratory Course Requirement)	4
EART-110	Earth Science (Satisfies Laboratory Course Requirement)	4

GEOG-110	Physical Geography	3
GEOL-110	Physical Geology	3
GEOL-111	Physical Geology Laboratory (Satisfies Laboratory Course Requirement)	1
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory (Satisfies Laboratory Course Requirement)	1
PHYS-120	General Physics 1 (Satisfies Laboratory Course Requirement)	4
PHYS-121	General Physics 2 (Satisfies Laboratory Course Requirement)	4
PHYS-140	Physics for Scientists & Engineers 1 (Satisfies Laboratory Course Requirement)	4
PHYS-240	Physics for Scientists & Engineers 2 (Satisfies Laboratory Course Requirement)	4
PHYS-241	Physics for Scientists & Engineers 3 (Satisfies Laboratory Course Requirement)	4
B2: Life Sciences (3 units minimum)		
ANTH-120	Biological Anthropology (Satisfies Laboratory Course Requirement)	4
BIOL-105	Human Biology (Satisfies Laboratory Course Requirement)	4
BIOL-110	Survey of Biology (Satisfies Laboratory Course Requirement)	4
BIOL-112	Introduction to Ecology	3
BIOL-117	Wildlife Biology	3
BIOL-120	General Biology (Satisfies Laboratory Course Requirement)	4
BIOL-218	Human Anatomy (Satisfies Laboratory Course Requirement)	5
BIOL-219	Human Physiology (Satisfies Laboratory Course Requirement)	5
BIOL-220	General Microbiology (Satisfies Laboratory Course Requirement)	5
BIOL-240	General Zoology (Satisfies Laboratory Course Requirement)	5
BIOL-241	General Botany (Satisfies Laboratory Course Requirement)	5
B3: Laboratory Science Requirement		
Any course from B1 or B2 that lists the Laboratory Requirement in parenthesis will complete the requirement for B3.		
B4: Mathematics/Quantitative Reasoning (3 units minimum)		
Grade of "C-" or higher is required.		
MATH-106	College Algebra	4
MATH-108	Trigonometry	3
MATH-115	Applied Calculus	5
MATH-120	Calculus I	5
MATH-121	Calculus II	5
MATH-130	Mathematical Concepts for Elementary School Teachers-Number Systems	3
MATH-220	Linear Algebra	3
MATH-221	Multivariable Calculus	5
MATH-222	Differential Equations	3
MATH-232	Statistics	3
MATH-235	Finite Mathematics	3
SOCI-190	Introduction to Social Research	3
TECH-107	Technical Mathematics II	3

Area C: Arts and Humanities

Select 3 courses (9 units minimum), with at least 1 course from Area C1 and at least 1 course from Area C2. The remaining course may be selected from either Area C1 or Area C2.

Code	Title	Units
C1: Arts, Cinema, Dance, Music, Theater (3 units minimum)		
ARTS-100	Foundations of Studio Arts	3
ARTS-101	2D Foundations	3
ARTS-102	3D Foundations	3
ARTS-112	Creative Drawing	3
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
ARTH-110	History of Graphic Design	3
ARTH-118	Survey of Modern Art	3
ARTH-130	History of Asian Art	3
ARTH-135	Arts of Africa, Oceania, and Native North America	3
ARTH-180	History of Photography	3
CFS-196	Music and Movement in Early Childhood	3
DANS-160	Dance Appreciation	3
DANS-170	Dance History	3
FILM-100	Survey and Appreciation of Film	3
FILM-102	Survey of Film and Media	3
FILM-110	Culture and Gender in Film	3
FILM-117	Director's Cinema	3
FILM-120	Horror Film	3
FILM-121	Film Comedy	3
FILM-125A	Film Genres: Film Noir	3
FILM-125B	Film Genres: Western	3
FILM-125C	Film Genres: Drama	3
FILM-125D	Film Genres: Musical	3
HUMA-125	Introduction to Latin American Studies	3
HUMA-174	Culture and Gender in Theater	3
HUMA-186	Culture and Gender in Films	3
MUSI-110	Fundamentals of Music	3
MUSI-112	Survey & Appreciation of Music	3
MUSI-114	Survey & History of Jazz	3
MUSI-121	Music Theory I	3
MUSI-122	Music Theory II	3
MUSI-196	Music & Movement in Early Childhood	3
PHOT-120	Introduction to Photography	3
PHOT-121	Beginning Darkroom Photography	3
PHOT-180	History of Photography	3
THEA-100	Introduction to Theater	3
THEA-105	Culture and Gender in Theater	3
THEA-115	Acting Shakespeare	3
THEA-120	History of Theater	3

THEA-141	Stagecraft	3
THEA-142	Introduction to Stage Costume	3
C2: Humanities: Literature, Philosophy, Languages Other Than English (3 units minimum)		
ASL-120	First Semester American Sign Language	5
ASL-121	Second-Semester American Sign Language	5
CFS-145	Language Development & Early Literacy	3
ENGL-121	Advanced Composition and Literary Analysis	3
ENGL-123	Advanced Composition and Critical Thinking About Literature	4
ENGL-200	Introduction to Creative Writing 1	3
ENGL-201	Introduction to Creative Writing 2	3
ENGL-202	Introduction to Creative Writing 3	3
ENGL-213	Survey of British Literature 1	3
ENGL-214	Survey British Literature 2	3
ENGL-215	Survey of American Literature 1	3
ENGL-216	Survey of American Literature 2	3
ENGL-220	Shakespeare:Introduction	3
ENGL-224	Survey of Native American Literature	3
ENGL-226	Survey of African American Literature	3
ENGL-228	Chicano and Latinx Literature	3
FILM-105	Film History: 1895-1949	3
FILM-106	Film History: 1950s to Present	3
FILM-115	World Cinema	3
FREN-120	First Semester French	5
FREN-121	Second Semester French	5
HIST-122	World History 1	3
HIST-123	World History 2	3
HIST-140	History of Modern Latin America	3
HUMA-100	The American Mind 1	3
HUMA-101	The American Mind 2	3
HUMA-112	Introduction to Africana Studies	3
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	3
HUMA-125	Introduction to Latin American Studies	3
HUMA-151	Women's Ethnic Heritage	3
HUMA-160	Filipina(o)-American Heritage	3
ITAL-120	First Semester Italian	5
ITAL-121	Second Semester Italian	5
PHIL-120	Introduction to Philosophy 1	3
PHIL-121	Introduction to Philosophy 2	3
PHIL-125	Introduction to Ethics	3
PHIL-126	Contemporary American Ethics	3
PHIL-127	Feminist Philosophy	3
PHIL-128	Social and Political Philosophy	3
PHIL-129	Introduction to Epistemology and Metaphysics	3
PHIL-133	World Philosophy	3
PHIL-134	Philosophy of Religion	3
PHIL-137	Comparative Religions	3
PHOT-181	Contemporary Issues in Photography	3
PHOT-182	Photography in a Multicultural United States	3
SPAN-120	Elementary Spanish I	5
or SPAN-110 & SPAN-111	Elementary Spanish I (Part A) and Elementary Spanish I (Part B)	
SPAN-121	Elementary Spanish II	5
SPAN-240	Intermediate Spanish I	5
SPAN-241	Intermediate Spanish II	5
SPAN-280	Spanish for Heritage Speakers I	5
SPAN-281	Spanish for Heritage Speakers II	5
SPAN-282	Introduction to Hispanic Literature	3
THEA-120	History of Theater	3

Area D: Social Sciences

Select 3 courses (9 units minimum) with a maximum of 2 courses from the same discipline.

Code	Title	Units
ADMJ-120	Introduction to the Criminal Justice System	3
ADMJ-121	Introduction to Criminal Law	3
ANTH-121	Introduction to Cultural Anthropology	3
ANTH-122	Magic, Witchcraft, and Religion	3
ANTH-130	Introduction to Archaeology	3
ANTH-131	Mesoamerican Archaeology	3
ANTH-145	Medical Anthropology	3
ANTH-150	Anthropology of Sex, Gender and Sexuality	3
ANTH-180	The Anthropology of Childhood	3
ANTH-200	Linguistic Anthropology	3
CFS-120	Child Development	3
CFS-140	The Child, Family and Community	3
CFS-180	The Anthropology of Childhood	3
ECON-100	Principles of Macroeconomics	3
ECON-101	Principles of Microeconomics	3
ECON-120	Economic History of the U.S.	3
ENGL-224	Survey of Native American Literature	3
ENGL-226	Survey of African American Literature	3
GEOG-101	World Regional Geography	3
HIST-120	United States History 1 [1]	3
HIST-121	United States History 2 [1]	3
HIST-122	World History 1	3
HIST-123	World History 2	3
HIST-140	History of Modern Latin America	3
HIST-142	History of Mexico	3
HIST-145	California History	3
HIST-150	History of American Women 1600-1900 [1]	3
HIST-152	History of American Women Since 1900 [1]	3
HUMA-100	The American Mind 1	3
HUMA-101	The American Mind 2	3
HUMA-112	Introduction to Africana Studies	3
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	3
HUMA-160	Filipina(o)-American Heritage	3
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3

LGBT-121	LGBT Communities, Family & Education in the 21st Century	3
PHIL-127	Feminist Philosophy	3
POLI-120	Introduction to the Principles Of American Government [1]	3
POLI-125	Introduction to Modern Political Ideology	3
POLI-135	Comparative Government	3
POLI-140	International Relations	3
POLI-145	International Political Economy	3
PSYC-120	General Psychology	3
PSYC-123	Social Psychology	3
PSYC-124	Psychology of Adjustment	3
PSYC-125	Human Development	3
PSYC-126	Abnormal Psychology	3
PSYC-128	Cross-Cultural Psychology	3
PSYC-135	Human Sexuality	3
PSYC-175	Theories of Personality	3
PSYC-220	Research Methods in Psychology	3
SOCI-120	Introduction to Sociology	3
SOCI-122	Social Problems	3
SOCI-123	Social Psychology	3
SOCI-130	Introduction to Queer Studies	3
SOCI-140	Sociology of Sex and Gender	3
SOCI-150	Sociology of Race & Ethnicity	3
SOCI-154	Sociology of Crime	3
SOCI-190	Introduction to Social Research	3
SPCOM-126	Intercultural Communication	3

[1] May double-count for Area D and the CSU graduation requirements.

Area E: Lifelong Learning and Self-Development

Select 1 to 2 courses (3 units minimum). Effective Fall 2001, a maximum of 1.5 units in activity courses (E2) may be used to satisfy Area E.

Code	Title	Units
E1: Integrated Physiological, Social, and Psychological Beings		
CFS-120	Child Development	3
COUN-100	College Success	3
HELH-106	Personal & Community Health	3
PSYC-120	General Psychology	3
PSYC-124	Psychology of Adjustment	3
PSYC-135	Human Sexuality	3
SOCI-122	Social Problems	3
E2: Activity Courses		
May not be applicable to all students. A maximum of 1.5 units in activity courses may be used to satisfy Area E.		
DANS-101	Muscle and Tension Release Techniques	0.5-1.5
DANS-127	World Dance Forms	1-1.5
DANS-128A	Salsa and Latin Social Dance I	1-1.5
DANS-128B	Salsa & Latin Social Dance II	1-1.5
DANS-128C	Salsa & Latin Dance Teaching Assistant	1-1.5
DANS-129	Contemporary Dance	1-1.5
DANS-130	Broadway Dance	1-1.5
DANS-132	Introduction to Dance	1-1.5
DANS-133	Barre Fitness	1-1.5
DANS-134	Ballet Level I	1-1.5
DANS-134B	Ballet II	1-1.5
DANS-134D	Ballet Teaching Assistant	1-1.5
DANS-135	Street Jazz (Beginning Hip Hop)	1-1.5
DANS-135B	Street Jazz (Hip Hop) Level 2	1-1.5
DANS-135D	Street Jazz (Beg. Hip Hop) Teach Assist	1-1.5
DANS-136	Jazz Dance I	1-1.5
DANS-136B	Jazz Dance II	1-1.5
DANS-136D	Jazz Dance Teaching Assistant	1-1.5
DANS-137A	Tap Dance 1	1-1.5
DANS-138	Modern Dance Level I	1-1.5
DANS-138B	Modern Dance II	1-1.5
DANS-138D	Modern Dance Teaching Assistant	1-1.5
DANS-140	Dance Production	1-1.5
DANS-140C	Repertory Dance Company	0.5-1
DANS-141	Dance Production - B	0.5-1.5
DANS-142	Choreography	2
DANS-154	Mat Pilates	1-1.5
DANS-154B	Intermediate Pilates	1-1.5
DANS-160	Dance Appreciation	3
DANS-170	Dance History	3
DANS-199	Dance Independent Study	1-3
KINE-100	Swimming	1.5
KINE-100B	Intermediate Swimming	1.5
KINE-101	Muscle and Tension Release Techniques	1.5
KINE-102A	Water Exercise-Beginning	1.5
KINE-102B	Water Exercise (Deep Water)	1.5
KINE-103	Fitness for Life	1.5
KINE-112	Golf	1.5
KINE-112B	Intermediate Golf	1.5
KINE-113	Badminton	1.5
KINE-113B	Intermediate Badminton	1.5
KINE-115	Cross Training	1.5
KINE-123	Tennis	1.5
KINE-123B	Intermediate Tennis	1.5
KINE-125	Volleyball	1.5
KINE-125B	Intermediate Volleyball	1.5
KINE-127	Sand Volleyball	1.5
KINE-127B	Intermediate/Advanced Sand Volleyball	1.5
KINE-129	Spinning	1.5
KINE-129B	Intermediate Spinning	1.5
KINE-130	Yoga	1.5
KINE-130B	Intermediate Yoga	1.5
KINE-131	Cardio Kickboxing	1.5
KINE-131B	Intermediate Cardio Kickboxing	1.5
KINE-133	Body Sculpting	1.5
KINE-133B	Intermediate Body Sculpting	1.5
KINE-139	Kickboxing With Jeet Kune Do Concepts Level 1	1.5

KINE-139D	Kickboxing With Jeet Kune Do Concepts Level 1	1.5
KINE-141	Kickboxing With Jeet Kune Do Concepts Level 2	1.5
KINE-146	Fitness Flexibility	1.5
KINE-146B	Intermediate Fitness and Flexibility	1.5
KINE-147	Swim for Fitness	1.5
KINE-148	Walking for Fitness	1.5
KINE-148B	Intermediate Walking for Fitness	1.5
KINE-149	Physical Fitness	1.5
KINE-149B	Intermediate Physical Fitness	1.5
KINE-151	Weight Training	1.5
KINE-151B	Intermediate Weight Training	1.5
KINE-151C	Olympic Weight Training	1.5
KINE-154	Mat Pilates	1.5
KINE-154B	Intermediate Pilates	1.5
KINE-160	Adaptive Physical Education	1.5
KINE-162	Adaptive Aquatics	1.5
KINE-169	Corrective Physical Education for TA's	1.5
KINE-171	Care & Prevention of Athletic Injuries	3
KINE-172	Rugby	1.5
KINE-174	Skills and Conditioning for Team Sports	1-3
KINE-176	Team Sports	1-1.5
KINE-176B	Intermediate Team Sports	1-1.5
KINE-178	Pre-Season Conditioning	1-3
KINE-190	Introduction to Personal Training	3
KINE-199	Independent Study in Physical Education	1-3
KINE-200	Coaching & Athletic Administration	3
KINE-201	Introduction to Kinesiology	3
KINE-272	Sports Medicine Training Lab	1
KINE-285	Men's Basketball Team	0.5-3
KINE-286	Women's Basketball Team	0.5-3
KINE-287	Baseball Team	3
KINE-290	Golf Team	3
KINE-291	Soccer Team	3
KINE-292	Softball Team	3
KINE-297	Women's Volleyball Team	3

US History, Constitution, and American Ideals (Optional for CSU transfers)

This is not an admission requirement. CSU graduation requires completion of the US History, Constitution, and American Ideals Requirement.
Select 1 course from Group 1 and 1 course from Group 2. These courses can double-count for Area D.

Code	Title	Units
Group 1: History		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3
Group 2: Political Science		
POLI-120	Introduction to the Principles Of American Government	3

IGETC General Education

Effective Fall 2020 through Summer 2021

The Intersegmental General Education Transfer Curriculum (IGETC) will permit students to transfer from Napa Valley College to a campus in either the California State University (CSU) or the University of California (UC) system without the need, after transfer, to take additional lower division, general education courses to satisfy general education requirements. Students may be held to other graduation requirements of the transfer campus. Although IGETC is not an entrance requirement, students are advised to complete this pattern prior to transfer unless they are enrolled in high-unit majors. Before you start working on general education courses, check what is recommended for your major and the campuses you're interested in.

A new IGETC list is published each academic year and courses may be added or deleted from this list. If a course is taken when it fulfills an IGETC requirement, it continues to fulfill the requirement, even if it is subsequently removed from the pattern.

The IGETC is not advisable for all transfer students and some campuses may not accept IGETC. If you are pursuing a major that requires extensive lower-division preparation you may be better served by taking courses which fulfill the CSU General Education-Breadth requirements or those of the UC campus or college to which you plan to transfer. Majors include, but are NOT LIMITED to: Engineering, Business, Pre-professional programs.

Courses may be listed in more than one area, but shall not be used to satisfy more than one IGETC area.

A grade of "C" or higher is required for all courses on IGETC (or "P" Pass). Some courses must be taken for letter grades of "C" or higher. Check with a Counselor for limitations.

A student, following the IGETC pattern, is expected to complete all of the requirements (a total of 39-42 semester units) before transferring to a UC or CSU campus. Students pursuing an AS-T or AA-T degree must complete the entire IGETC pattern for either CSU (37 units minimum) or UC (34 units minimum). Partial IGETC Certification is available if a student is unable to complete one or two IGETC courses. Students should consult with the Counseling or Transfer Center for details regarding this option.

Restrictions: Student who have been registered at a UC campus may not be eligible for IGETC. This restriction does not apply to students who have taken only UC summer session or Extension classes. Consult a Counselor for details.

By following the pattern of IGETC requirements, you will be eligible for:

1. **Certificate of Achievement in IGETC (for CSU or UC):** All requirements must be completed in either the CSU or UC option. Students must meet with a Counselor to complete this petition before the 9th week of the semester. Completion of this local NVC Certificate of Achievement will be noted on the final transcript and allows you to participate in the annual graduation ceremony.
2. **Certification of IGETC (for CSU or UC) Requirements:** Students must request IGETC certification when requesting final transcripts to be sent from NVC to the CSU or UC transfer school. The transcript

requests can be made online or at the Napa Valley College Admissions and Records office. Students may qualify for either full certification or partial certification.

- **Full Certification***:* All requirements must be completed using either the CSU or UC option. Obtaining full certification means you will not have to complete additional lower division GE requirements that may be required at the CSU or UC campus. The U.S. History, Constitution and American Ideals is not a part of IGETC Certification, however the courses that comprise this requirement can be used to satisfy subject Area 4.
  - **CSU transfers:** Students must complete the requirement in Oral Communications (Area 1C). Students do not need to complete a Foreign Language requirement for the Certification process. Some CSU campuses and/or majors may have additional language or course requirements for graduation from the CSU.
  - **UC transfers:** Students must complete the Foreign Language requirement. If you completed this requirement in high school or at another college, you will need to provide an official transcript from that institution. UC campuses may have additional graduation requirements – consult a Counselor for more information.
- **Partial Certification***:* Completion of all but two (2) courses on the IGETC pattern. Consult with a counselor for details regarding this option.

Information on this form is subject to change, check with the Counseling Office and ASSIST.ORG for current information.

Area 1: English Communication

CSU: 3 courses required, one each from 1A, 1B, and 1C.
UC: 2 courses required, one each from 1A and 1B.

Code	Title	Units
1A: English Composition		
(1 course: 3 semester or 4-5 quarter units)		
ENGL-120	College Compositon and Research	4
ENGL-120B	Reading and Composition Stretch 2	3
1B: Critical Thinking-English Composition		
(1 course: 3 semester or 4-5 quarter units)		
ENGL-123	Advanced Composition and Critical Thinking About Literature	4
ENGL-125	Advanced Composition & Critical Thinking	3
1C: Oral Communication (CSU only)		
(1 course: 3 semester or 4-5 quarter units)		
SPCOM-122	Public Speaking	3
SPCOM-126	Intercultural Communication	3
SPCOM-128	Critical Thinking: Argumentation and Debate	3
SPCOM-130	Small Group Communication	3

Area 2: Mathematical Concepts and Quantitative Reasoning

Code	Title	Units
(1 course: 3 semester or 4-5 quarter units)		
MATH-106	College Algebra [1]	4
MATH-115	Applied Calculus [1]	5
MATH-120	Calculus I [1]	5
MATH-121	Calculus II	5
MATH-220	Linear Algebra	3
MATH-221	Multivariable Calculus	5
MATH-222	Differential Equations	3
MATH-232	Statistics	3
MATH-235	Finite Mathematics	3

[1] Transfer credit may be limited by UC or CSU or both. Check with a Counselor for limitations.

Area 3: Arts and Humanities

Select 3 courses, with at least one course from 3A and one course from 3B. The remaining course may be selected from either Area 3A or 3B, for a total of at least 9 units.
(3 courses: 9 semester or 12-15 quarter units)

Code	Title	Units
3A: Arts		
ARTS-100	Foundations of Studio Arts	3
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
ARTH-110	History of Graphic Design	3
ARTH-118	Survey of Modern Art	3
ARTH-130	History of Asian Art	3
ARTH-135	Arts of Africa, Oceania, and Native North America	3
ARTH-180	History of Photography	3
DANS-160	Dance Appreciation	3
DANS-170	Dance History	3
FILM-100	Survey and Appreciation of Film	3
FILM-110	Culture and Gender in Film	3
FILM-120	Horror Film	3
FILM-121	Film Comedy	3
FILM-125A	Film Genres: Film Noir	3
FILM-125B	Film Genres: Western	3
FILM-125C	Film Genres: Drama	3
FILM-125D	Film Genres: Musical	3
HUMA-174	Culture and Gender in Theater	3
HUMA-186	Culture and Gender in Films	3
MUSI-110	Fundamentals of Music	3
MUSI-112	Survey & Appreciation of Music	3
MUSI-114	Survey & History of Jazz	3
MUSI-121	Music Theory I	3
MUSI-122	Music Theory II	3
PHOT-180	History of Photography	3
THEA-100	Introduction to Theater	3
THEA-105	Culture and Gender in Theater	3
3B: Humanities		
ASL-121	Second-Semester American Sign Language	5
ENGL-121	Advanced Composition and Literary Analysis	3

ENGL-123	Advanced Composition and Critical Thinking About Literature	4
ENGL-213	Survey of British Literature 1	3
ENGL-214	Survey British Literature 2	3
ENGL-215	Survey of American Literature 1	3
ENGL-216	Survey of American Literature 2	3
ENGL-220	Shakespeare:Introduction	3
ENGL-224	Survey of Native American Literature	3
ENGL-226	Survey of African American Literature	3
ENGL-228	Chicano and Latinx Literature	3
FILM-105	Film History: 1895-1949	3
FILM-106	Film History: 1950s to Present	3
FILM-115	World Cinema	3
HIST-122	World History 1	3
HIST-123	World History 2	3
HIST-140	History of Modern Latin America	3
HUMA-100	The American Mind 1	3
HUMA-101	The American Mind 2	3
HUMA-112	Introduction to Africana Studies	3
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	3
HUMA-125	Introduction to Latin American Studies	3
HUMA-151	Women's Ethnic Heritage	3
HUMA-160	Filipina(o)-American Heritage	3
PHIL-120	Introduction to Philosophy 1	3
PHIL-121	Introduction to Philosophy 2	3
PHIL-125	Introduction to Ethics	3
PHIL-126	Contemporary American Ethics	3
PHIL-127	Feminist Philosophy	3
PHIL-128	Social and Political Philosophy	3
PHIL-129	Introduction to Epistemology and Metaphysics	3
PHIL-133	World Philosophy	3
PHIL-134	Philosophy of Religion	3
PHIL-137	Comparative Religions	3
PHOT-181	Contemporary Issues in Photography	3
PHOT-182	Photography in a Multicultural United States	3
SPAN-121	Elementary Spanish II	5
SPAN-240	Intermediate Spanish I [1]	5
SPAN-241	Intermediate Spanish II [1]	5
SPAN-280	Spanish for Heritage Speakers I [1]	5
SPAN-281	Spanish for Heritage Speakers II [1]	5
SPAN-282	Introduction to Hispanic Literature	3
THEA-120	History of Theater	3

[1] Transfer credit may be limited by UC or CSU or both. Check with a Counselor for limitations.

Area 4: Social Sciences

Select 3 courses with a maximum of 2 courses from the same discipline.
(3 courses: 9 semester or 12-15 quarter units)

Code	Title	Units
ANTH-121	Introduction to Cultural Anthropology	3
ANTH-122	Magic, Witchcraft, and Religion	3
ANTH-130	Introduction to Archaeology	3
ANTH-131	Mesoamerican Archaeology	3
ANTH-150	Anthropology of Sex, Gender and Sexuality	3
ANTH-180	The Anthropology of Childhood	3
ANTH-200	Linguistic Anthropology	3
CFS-120	Child Development [1]	3
CFS-140	The Child, Family and Community [1]	3
CFS-180	The Anthropology of Childhood	3
ECON-100	Principles of Macroeconomics	3
ECON-101	Principles of Microeconomics	3
ECON-120	Economic History of the U.S.	3
ENGL-224	Survey of Native American Literature	3
ENGL-226	Survey of African American Literature	3
GEOG-101	World Regional Geography	3
HIST-120	United States History 1 [1,2]	3
HIST-121	United States History 2 [1,2]	3
HIST-122	World History 1	3
HIST-123	World History 2	3
HIST-140	History of Modern Latin America	3
HIST-142	History of Mexico	3
HIST-145	California History	3
HIST-150	History of American Women 1600-1900 [2]	3
HIST-152	History of American Women Since 1900 [2]	3
HUMA-112	Introduction to Africana Studies	3
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	3
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3
LGBT-121	LGBT Communities, Family & Education in the 21st Century	3
PHIL-127	Feminist Philosophy	3
POLI-120	Introduction to the Principles Of American Government [1,2]	3
POLI-125	Introduction to Modern Political Ideology	3
POLI-135	Comparative Government	3
POLI-140	International Relations	3
POLI-145	International Political Economy	3
PSYC-120	General Psychology	3
PSYC-123	Social Psychology	3
PSYC-124	Psychology of Adjustment	3
PSYC-125	Human Development	3
PSYC-126	Abnormal Psychology	3
PSYC-128	Cross-Cultural Psychology	3
PSYC-135	Human Sexuality	3
PSYC-175	Theories of Personality	3
PSYC-220	Research Methods in Psychology	3
SOCI-120	Introduction to Sociology	3
SOCI-122	Social Problems	3
SOCI-123	Social Psychology	3
SOCI-130	Introduction to Queer Studies	3

SOCI-140	Sociology of Sex and Gender	3
SOCI-150	Sociology of Race & Ethnicity	3
SOCI-154	Sociology of Crime	3
SOCI-190	Introduction to Social Research	3
SPCOM-126	Intercultural Communication	3

[1] Transfer credit may be limited by UC or CSU or both. Check with a Counselor for limitations.

[2] May double count for Area 4 and the CSU graduation requirements in *US History, Constitution and American Ideals*.

Area 5: Physical and Biological Sciences

Select 2 courses, one each from 5A, and 5B, with at least one approved laboratory course.
(2 courses: 7-9 semester or 9-12 quarter units)

Code	Title	Units
5A: Physical Sciences		
ASTR-110	Descriptive Astronomy	3
ASTR-111	Practical Astronomy	3
CHEM-110	Introduction to Chemistry (Satisfied Laboratory Requirement)	4
CHEM-111	Introduction to Organic & Biological Chemistry	4
CHEM-120	General Chemistry 1 (Satisfied Laboratory Requirement)	5
CHEM-121	General Chemistry 2 (Satisfied Laboratory Requirement)	5
CHEM-240	Organic Chemistry 1 (Satisfied Laboratory Requirement)	4
CHEM-241	Organic Chemistry 2 (Satisfied Laboratory Requirement)	4
EART-110	Earth Science (Satisfied Laboratory Requirement) [1]	4
GEOG-110	Physical Geography	3
GEOL-110	Physical Geology	3
GEOL-111	Physical Geology Laboratory (Satisfied Laboratory Requirement)	1
PHYS-110	Descriptive Physics [1]	3
PHYS-111	Descriptive Physics Laboratory (Satisfied Laboratory Requirement) [1]	1
PHYS-120	General Physics 1 (Satisfied Laboratory Requirement) [1]	4
PHYS-121	General Physics 2 (Satisfied Laboratory Requirement) [1]	4
PHYS-140	Physics for Scientists & Engineers 1 (Satisfied Laboratory Requirement) [1]	4
PHYS-240	Physics for Scientists & Engineers 2 (Satisfied Laboratory Requirement) [1]	4
PHYS-241	Physics for Scientists & Engineers 3 (Satisfied Laboratory Requirement) [1]	4
5B: Life Sciences		
ANTH-120	Biological Anthropology (Satisfied Laboratory Requirement) [1]	4
BIOL-105	Human Biology (Satisfied Laboratory Requirement) [1]	4
BIOL-110	Survey of Biology (Satisfied Laboratory Requirement) [1]	4
BIOL-112	Introduction to Ecology	3
BIOL-117	Wildlife Biology	3
BIOL-120	General Biology (Satisfied Laboratory Requirement) [1]	4
BIOL-218	Human Anatomy (Satisfied Laboratory Requirement)	5
BIOL-219	Human Physiology (Satisfied Laboratory Requirement)	5
BIOL-220	General Microbiology (Satisfied Laboratory Requirement)	5
BIOL-240	General Zoology (Satisfied Laboratory Requirement)	5
BIOL-241	General Botany (Satisfied Laboratory Requirement)	5
5C: Laboratory Requirement		
Any course from List A or B that satisfies the Laboratory Requirement		

[1] Transfer credit may be limited by UC or CSU or both. Check with a Counselor for limitations.

Language other than English (UC only)

Completion of the equivalent of 2 years of high school study in the same language *(at U.S. high school or high school in a country where the language of instruction is English)*.

Code	Title	Units
NVC courses that meet this requirement		
ASL-120	First Semester American Sign Language	5
FREN-120	First Semester French	5
ITAL-120	First Semester Italian	5
SPAN-120	Elementary Spanish I	5-6
or SPAN-110	Elementary Spanish I (Part A)	
& SPAN-111	and Elementary Spanish I (Part B)	

Alternate ways to meet this requirement *(Official High School/College transcript and/or Exam Score must be on file for verification)*

1. College course (must list course and college)
2. High school course (must list course and college)
3. Completion by examination (must list name of exam, score and date taken)
   a. SAT II : Subject Test in Languages other than English
   b. International Baccalaureate Higher Level Examination with a score of 5 or higher
   c. Language other than English "O" level exam with a grade of A, B, or C
   d. Language other than English International "A" level exam with a score of 5, 6, or 7
   e. An achievement test administered by a community college, university or other college in a language other than English
4. Two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English
5. Faculty member verification of a student's competency

US History, Constitution, and American Ideals (Optional for CSU transfers)

This is not an admission requirement. CSU graduation requires completion of US History, Constitution and American Ideals Requirement.
(Select one course from Group 1 and one course from Group 2. These courses may be double-counted for Area 4.)

Code	Title	Units
Group 1: History		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3
Group 2: Political Science		
POLI-120	Introduction to the Principles Of American Government	3

TRANSFER INFORMATION

Napa Valley College offers curriculum that helps students complete the first two years of a four-year degree program. A majority of courses offered at Napa Valley College are transferable to four-year colleges and universities. When a course can be counted for total unit accumulation or towards credit to meet any type of requirement at the four-year institution, it is considered “transferable”.

A community college course can be counted for transfer to a four-year institution in the following ways:

1. **To meet lower-division requirements in the major.** To be accepted for this purpose, the course must be articulated or accepted in lieu of the comparable course at the four-year institution’s course by meeting the terms of rigor, content, prerequisites, and unit value. All courses must be transferable before they can be articulated. Napa Valley College has established a considerable number of course-to-course agreements in many majors that transfer as core preparation to various universities. These course agreements are referred to as articulation agreements and are published on ASSIST (http://web2.assist.org/web-assist/welcome.html).
2. **To complete general education requirements.** This information is published on ASSIST (http://web2.assist.org/web-assist/welcome.html) as well as the NVC Articulation website (http://www.napavalley.edu/studentaffairs/Articulation/Pages/welcome.aspx). Keep in mind that there are multiple general education patterns with which to choose from. Consultation with a Counselor is strongly advised.
3. **To be applied as elective credits.** An elective course is one that is not acceptable as part of a major, support for the major, or as general education credit. Elective course units will apply to the total unit requirement for the four-year degree at the four-year institutions. Four-year institutions are generally liberal in accepting courses for elective credit.
4. **To satisfy subject-credit only.** Acceptance of a course for subject credit only, without unit accumulation, usually takes place when:
   a. The student has accumulated as many units as the four-year institution will accept from a community college.
   b. The course at the four-year institution is upper-division level course.
   c. The course is a prerequisite for a required course in the student’s major, but the prerequisite is normally completed in high school.

Students are advised to complete their lower division preparation for the major prior to transfer/ High demand majors may require lower division preparation completion as program entrance criteria.

Students are encouraged to complete an entire general education pattern prior to transfer so they can request to have their general education certified as complete. This means that no additional lower division general education courses will be required to graduate from the transfer institution. The IGETC pattern, which can also be used for UC transfer, can be used in lieu of the CSU GE pattern.

Students planning to transfer are recommended to seek assistance from the Counseling Center and/or the Transfer Center since transfer institution requirements vary significantly. Transfer Students are encouraged to meet with a counselor each academic year to review any possible changes in transfer admission, general education, major and/or major supplemental requirements.

General Education Certification

Napa Valley College is authorized to offer general education certification patterns. The CSU GE Certification is a 39 minimum unit pattern which fulfills the lower division general education requirements for the Bachelor Degree at the California State University. The IGETC (Intersegmental General Education Transfer Curriculum) is a 37-39 minimum unit pattern which fulfills the lower division general education requirements for the Bachelor Degree at either the University of California or the California State University.

Certification of transfer general education indicates completion of lower division general education requirements. Certification is based on the qualification of a course at the time when it was completed by the student. If the student transfers without certification, the university may require the student to complete additional lower division general education. Please refer to the CSU GE and IGETC patterns in consultation with an NVC Counselor for detailed information.

Upon completion of requirements, students should request an evaluation for Certification to be included with the online official transcript request to be sent to the university.

Transferring to the California State University System

The California State University system works closely with the California Community Colleges to develop articulation for lower division courses. Refer to www.assist.org. Priority for admission to a CSU campus at the upper division level is given to transfer students from the California Community College System, including those that have earned an Associate Degree for Transfer for some select majors. Students should plan carefully with a Counselor to insure that they meet all transfer requirements. A maximum of 70 transferable units are acceptable from California Community Colleges.

To transfer with junior standing, a student must complete at least:

- 60 transferable semester units with a minimum GPA of 2.0 (all NVC courses numbered between 100 and 299 are transferable to the CSU system) and
- 30 semester units of the 39-unit CSU General Education pattern with grades of “C-” or higher where applicable, including The "Golden 4" GE courses for admission in these areas:
  - A-1 - Oral Communication
  - A-2 - Written Communication - NVC ENGL-120
  - A-3 - Critical Thinking and
  - B-4 - Mathematics/Quantitative Reasoning

Students are advised to file their applications for the CSU system during the following priority periods:

Fall Semester Transfer: October 1-November 30 of the previous year
Spring Semester Transfer: August 1-31 of the previous year

Transferring to the University of California System

The University of California system also works closely with the California Community Colleges to develop articulation for lower division courses. Refer to www.assist.org (http://www.assist.org). The UC system gives first priority for admission with junior standing to undergraduate transfer students from the California Community College System.

Students should plan carefully with a Counselor to ensure they are prepared to transfer. A maximum of 70 UC transferable units are acceptable from California Community Colleges.

To transfer with junior standing, a student must:

- complete 60 UC transferable semester units, with a minimum GPA of 2.4;
- complete the following pattern of courses;
  - two UC transferable courses in English composition including NVC's ENGL-120 and one course from the following: ENGL-121, or ENGL-123, or ENGL-125; and
  - one UC transferable course in mathematics and
  - four UC transferable college courses from at least two of the following subject areas: arts/humanities, social/behavioral sciences, and physical/biological sciences.

Most UCs have additional admission requirements. See a Counselor for additional information. Students are advised to complete the lower division preparation for the major prior to transfer. Students may be required to also complete a lower division general education pattern before transfer. Students who wish to transfer with freshman or sophomore standing must consult a Counselor to determine entrance requirements. Transfer Admission Guarantees are available for many UCs.

Students are advised to file their applications for the UC system during the following priority periods:

Fall Quarter or Semester Transfer: November 1-30 of the previous year
Winter Quarter Transfer: July 1-31 of the previous year
Spring Quarter Transfer: October 1-31 of the previous year

Each UC campus is comprised of several colleges, or schools within the university. Each one of these colleges has its own general education or breadth pattern required for the bachelor's degree. Students should focus on completing their major classes and should consult with a Counselor to determine general education/breadth requirements for their chosen major, college, and campus.

Transfer to Independent Colleges and Universities (Private or Out-of-State)

Napa Valley College students may also use credits earned to transfer to independent, out-of-state or international colleges and universities. Admission requirements can vary from college to college, and students should consult a counselor or the Transfer Center for assistance. Students should also consult individual college websites and the Association of Independent California Colleges and Universities www.aiccu.edu (http://www.aiccu.edu/) for more information. For additional information, call the Transfer Center at (707) 256-7333 and view the Transfer Center website. (http://www.napavalley.edu/studentaffairs/TransferCenter/Pages/default.aspx)

C-ID

The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. Thus, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM-110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM-110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. However, students should always go to www.assist.org (http://www.assist.org) to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit.

The C-ID numbering system is useful for students attending more than one community college and is applied to many of the transferable courses students need as preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designated courses fit into their educational plans for transfer.

The following pages list of Napa Valley College courses that articulate with C-ID descriptors. Students may consult the ASSIST database at c-id.net (http://c-id.net) for specific information on C-ID course designations.

C-ID Descriptor	No. of Course(s)	Course(s)	Effective Date
ACCT 110	1	ACCT-125	8/1/2013
ACCT 120	1	ACCT-126	8/1/2013
AJ 110	1	ADMJ-120	8/1/2013
AJ 120	1	ADMJ-121	8/1/2013
AJ 122	1	ADMJ-122	8/1/2013
AJ 124	1	ADMJ-125	8/1/2013
AJ 140	1	ADMJ-124	8/1/2013
AJ 160	1	ADMJ-123	8/1/2013
AJ 220	1	ADMJ-130	8/1/2013
ANTH 115L	1	ANTH-120	4/22/2019
ANTH 120	1	ANTH-121	8/1/2013
ANTH 150	1	ANTH-130	8/1/2013
ARTH 110	1	ARTH-105	8/1/2013
ARTH 120	1	ARTH-106	8/1/2013
ARTH 130	1	ARTH-130	8/1/2013
ARTH 140	1	ARTH-135	8/1/2015
ARTH 150	1	ARTH-118	8/1/2013
ARTS 100	1	ARTS-101	8/1/2013
ARTS 101	1	ARTS-102	8/1/2011
ARTS 110	1	ARTS-110	8/1/2013
ARTS 200	1	ARTS-111	8/1/2011
ARTS 205	1	ARTS-112	8/17/2011
ARTS 210	1	ARTS-120	8/17/2011
ARTS 220	1	ARTS-130	8/1/2011
ARTS 230	1	ARTS-140	8/1/2011
ARTS 240	1	ARTS-150	8/17/2011
ARTS 250	1	DART-120	8/1/2011
ARTS 260	1	PHOT-121	8/1/2013
ARTS 260	1	PHOT-150	8/1/2013
ARTS 270	1	ARTS-105	8/1/2012
BIOL 110B	1	BIOL-218	8/11/2013
BIOL 120B	1	BIOL-219	8/1/2013
BIOL 150	1	BIOL-240	8/1/2016
BIOL 155	1	BIOL-241	3/11/2017
BIOL 190	1	BIOL-120	8/1/2013
BSOT 105X	1	COMS-110	3/11/2018
BSOT 106X	1	COMS-150	3/11/2016
BSOT 111X	1	COMS-186	3/11/2018
BSOT 112X	1	COMS-167	6/11/2018
BSOT 114X	1	COMS-288	3/11/2018
BSOT 121X	1	COMS-284	3/11/2018
BSOT 126X	1	BUSI-105	3/11/2015
BUS 110	1	BUSI-100	8/1/2013
BUS 120	1	BUSI-103	8/1/2013
BUS 125	1	BUSI-103	8/1/2013
BUS 140	1	COMS-101	8/1/2013
CDEV 100	1	CFS-120	4/11/2012
CDEV 110	1	CFS-140	3/11/2018
CHEM 101	1	CHEM-110	8/1/2009
CHEM 110	1	CHEM-120	1/1/2015
CHEM 120S	2	CHEM-120, CHEM-121	1/1/2015
CHEM 160S	2	CHEM-240&CHEM	4/18/2019
CMUS 100X	1	MUSI-123	1/1/2017
CMUS 110X	1	MUSI-124	6/11/2017
CMUS 120X	1	MUSI-126	1/1/2017
COMM 110	1	SPCOM-122	1/1/2013
COMM 120	1	SPCOM-128	8/1/2014
COMM 130	1	SPCOM-120	8/1/2013
COMM 140	1	SPCOM-130	1/1/2013
COMM 150	1	SPCOM-126	1/1/2013
COMM 170	1	SPCOM-132	1/1/2013
COMP 122	1	COMS-215	8/1/2012
COMP 132	1	COMS-216	8/1/2015
ECE 120	1	CFS-122	6/1/2012
ECE 130	1	CFS-165	3/11/2018
ECE 200	1	CFS-123	2/1/2012
ECE 210	1	CFS-223	3/11/2018
ECE 220	1	CFS-121	1/1/2011
ECE 230	1	CFS-184	3/16/2012
ECON 201	1	ECON-101	1/1/2015
ECON 202	1	ECON-100	8/1/2013
EDUC 200	1	EDUC-100	8/1/2013
ENGL 100	1	ENGL-120	1/1/2013
ENGL 105	1	ENGL-125	8/1/2010
ENGL 110	1	ENGL-123	8/1/2013

ENGL 120	1	ENGL-121	8/1/2010
ENGL 130	1	ENGL-215	8/1/2011
ENGL 135	1	ENGL-216	8/1/2011
ENGL 160	1	ENGL-213	8/1/2011
ENGL 165	1	ENGL-214	8/1/2010
ENGL 200	1	ENGL-200	8/1/2010
ENGL 200	1	ENGL-201	8/1/2010
ENGL 200	1	ENGL-202	8/1/2010
ENGR 110	1	ENGI-110	8/1/2011
ENGR 140B	1	ENGI-240	8/1/2011
ENGR 220	1	ENGI-160	8/11/2018
GEOG 125	1	GEOG-101	8/1/2015
GEOL 100	1	GEOL-110	8/1/2013
GEOL 100L	1	GEOL-111	8/1/2013
GEOL 121	1	EART-110	1/1/2016
HIST 130	1	HIST-120	8/1/2015
HIST 140	1	HIST-121	8/1/2015
HIST 150	1	HIST-122	8/1/2015
HIST 160	1	HIST-123	8/1/2013
HIT 103X	1	HEOC-171	6/11/2018
HOSP 100	1	HCTM-120	6/11/2017
HOSP 110	1	HCTM-100	6/11/2017
HOSP 120	1	HCTM-121	3/11/2018
HOSP 130	1	HCTM-125	6/11/2018
HOSP 140	1	HCTM-122	6/11/2018
HOSP 150	1	HCTM-124	6/11/2018
HOSP 160	1	HCTM-110	6/11/2017
ITIS 120	1	COMS-101	8/1/2013
KIN 100	1	KINE-201	1/1/2012
KIN 101	1	HELH-100	8/1/2013
MATH 110	1	MATH-232	8/1/2013
MATH 120	1	MATH-130	8/1/2015
MATH 140	1	MATH-115	8/1/2013
MATH 210	1	MATH-120	6/1/2012
MATH 220	1	MATH-121	8/1/2013
MATH 230	1	MATH-221	8/1/2013
MATH 240	1	MATH-222	1/1/2012
MATH 250	1	MATH-220	8/1/2013
MATH 851	1	MATH-108	8/1/2013
MUS 100	1	MUSI-112	1/1/2016
MUS 110	1	MUSI-110	8/1/2013
MUS 120	1	MUSI-121	8/1/2013
MUS 125	1	MUSI-120A	8/1/2013
MUS 130	1	MUSI-122	8/1/2013
MUS 135	1	MUSI-120B	8/1/2013
MUS 140	1	MUSI-221	8/1/2013
MUS 145	1	MUSI-120C	8/1/2013
MUS 150	1	MUSI-222	8/1/2013
MUS 155	1	MUSI-120D	8/1/2013
MUS 160	1	MUSI-116	8/1/2013
MUS 180	1	MUSI-152	8/1/2014
MUS 180	1	MUSI-160	8/1/2013
MUS 180	1	MUSI-176	8/1/2013
MUS 180	1	MUSI-179	8/1/2013
MUS 180	1	MUSI-181	8/1/2013
PHIL 110	1	PHIL-131	9/17/2019
PHIL 120	1	PHIL-125	8/1/2010
PHIL 130	1	PHIL-120	8/1/2010
PHIL 140	1	PHIL-121	8/1/2010
PHYS 105	1	PHYS-120	8/1/2013
PHYS 110	1	PHYS-121	8/1/2013
PHYS 205	1	PHYS-140	1/1/2012
PHYS 210	1	PHYS-240	1/1/2014
PHYS 215	1	PHYS-241	1/1/2014
POLS 110	1	POLI-120	8/1/2013
POLS 120	1	POLI-125	8/1/2013
POLS 130	1	POLI-135	8/1/2013
POLS 140	1	POLI-140	8/1/2013
PSY 110	1	PSYC-120	8/1/2013
PSY 115	1	PSYC-124	8/1/2013
PSY 120	1	PSYC-126	8/1/2013
PSY 130	1	PSYC-135	8/1/2013
PSY 170	1	PSYC-123	8/1/2013
PSY 170	1	SOCI-123	8/1/2013
PSY 180	1	PSYC-125	8/1/2013
PSY 200	1	PSYC-220	8/1/2013
SJS 110	1	HUMA-101	8/11/2017
SJS 120	1	HUMA-151	8/11/2017
SOCI 110	1	SOCI-120	8/1/2013
SOCI 115	1	SOCI-122	8/11/2018
SOCI 120	1	SOCI-190	8/11/2018
SOCI 140	1	SOCI-140	8/11/2018
SOCI 150	1	SOCI-150	8/11/2018
SOCI 160	1	SOCI-154	8/1/2011
SPAN 100	1	SPAN-120	8/1/2013
SPAN 100	2	SPAN-110, SPAN-111	8/1/2010
SPAN 110	1	SPAN-121	8/1/2013
SPAN 200	1	SPAN-240	8/1/2012
SPAN 210	1	SPAN-241	8/1/2012
SPAN 220	1	SPAN-280	8/6/2012
SPAN 230	1	SPAN-281	8/6/2012
THTR 111	1	THEA-100	8/1/2010
THRT 113	1	THEA-120	5/6/2019
THTR 151	1	THEA-110	8/1/2013
THTR 171	1	THEA-141	1/1/2015
THTR 173	1	THEA-143	1/1/2015
THTR 174	1	THEA-142	1/1/2015
THTR 191	1	THEA-151	8/1/2015
THTR 191	1	THEA-152	8/1/2015
THTR 191	1	THEA-153	8/1/2015
THTR 191	1	THEA-154	8/1/2015
THTR 191	1	THEA-155	8/1/2014
THTR 191	1	THEA-156	8/1/2015

THTR 191	1	THEA-166	8/1/2015
THTR 191	1	THEA-167	8/1/2015
THTR 191	1	THEA-168	8/1/2015
THTR 192	1	THEA-140	8/1/2013

CREDIT FOR PRIOR LEARNING

The application of units for admission and the use of external exams to meet major requirements is complex and specific to the transfer institution. Students are strongly encouraged to thoroughly research this information. Please consult with your NVC Counselor. The information here indicates how Napa Valley College applies AP, IB, and CLEP credit toward associate degree general education requirements, CSU GE, and IGETC only. *This chart does not provide information about transfer credit generated by external exams for the purpose of admissions*. To see our board policy regarding external exam credit, visit our College Policies (https://go.boarddocs.com/ca/nvccd/Board.nsf/Public/) page. Students who have earned credit through AP, IB, and/or CLEP should not take a comparable college course because credit will not be granted for both the external examination and the comparable college course. *The chart does not provide information about if or how external exam results apply to major course requirements.* Applying AP, IB, or CLEP credit to meet major requirements is determined by each transfer institution. At Napa Valley College, each instructional division determines if or how the AP, IB, and/or CLEP credit is applied to associate degree major or certificate requirements.

References used for External Exams
Please refer to the college catalog of your transfer destination to learn more about how external exam credit is applied on that campus.

- CSU External Exam Credit information (https://www2.calstate.edu/attend/student-services/casper/pages/external-exam-credit.aspx)
- CSU Advanced Placement (AP)
- CSU International Baccalaureate (IB) (https://www2.calstate.edu/apply/transfer/Pages/international-baccalaureate-ib.aspx)
- CSU College Level Examination Program (CLEP) (https://www2.calstate.edu/apply/transfer/Pages/college-level-examination-program.aspx)
- UC External Exam Credit information (http://admission.universityofcalifornia.edu/counselors/exam-credit/ap-credits/)
- IGETC Standards Version 1.9 (http://icas-ca.org/Websites/icasca/images/IGETC_STANDARDS_FINAL_VERSION_1.9.pdf)

ADVANCED PLACEMENT (AP)

Students passing Advanced Placement Exams (AP) with a score of 3, 4, or 5 may obtain college semester credits to be applied to the Associate Degree general education requirements at Napa Valley College, the California State University General Education (CSU-GE), and/or the Intersegmental General Education Transfer Curriculum (IGETC) certification.

Use of AP exams for GE, Majors and Prerequisites

1. Credit will be given for scores of 3 or higher and will be used for associate degree general education according to the chart on page (unit values in parenthesis). Credit will not be equated to specific courses, rather general education areas.
2. Use of AP exams for the major will be determined by the program coordinator.
3. Use of AP exams for satisfying prerequisites will follow the prerequisite challenge process.
4. Official AP exams must be sent by College Board to NVC. Exams posted on High School transcripts will not be accepted as official for credit.

Passing scores for each exam appear on Napa Valley College AP, IB, CLEP Equivalency List for NVC Associate Degree GE, CSU GE, and IGETC.

If you plan to complete an associate degree or a CSU or IGETC certification with Napa Valley College, you must submit Official AP, IB, or CLEP exam results to a Counselor AND complete a request for an official Transcript Evaluation.

Students passing AP Exams with a score of 3, 4, or 5 may obtain college semester credits to be applied to the Associate Degree general education requirements at Napa Valley College, the California State University General Education (CSU GE), and/or the Intersegmental General Education Transfer Curriculum (IGETC) certification. Chart below indicates general education areas to be certificated followed by maximum number of units in parenthesis. Please consult your NVC Counselor for clarification.

AP Exam	NVC Associate Degree GE	CSU	IGETC
Art History	C Humanities (3)	C1 or C2 (3)	3A or 3B (3)
Biology	A Natural Sciences (3)	B2 & B3 (4)	5B & 5C (4)
Calculus AB	D.2 Mathematics (3)	B4 (3)	2A (3)
Calculus BC	D.2 Mathematics (3)	B4 (3)	2A (3)
Calculus BC/AB	D.2 Mathematics (3)	B4 (3)	2A (3)
Chemistry	A Natural Sciences (4)	B1 & B3 (4)	5A & 5C (4)
Chinese Language & Culture	C Humanities (3)	C2 (3)	3B & 6A (3)
English Language & Composition	D.1 English (3)	A2 (3)	1A (3)
English Literature & Composition	D.1 English (3) or D.3 Communication & Analytical Thinking (3) or C Humanities (3)	A2 & C2 (6)	1A or 3B (3)
Environmental Science	A Natural Sciences (3)	B1 & B3 (4)	5A & 5C (3)
Government & Politics/ Comparative	B Social and Behavioral Sciences (3)	D8 (3)	4 (3)
Government & Politics/United States	B Social and Behavioral Sciences (3)	D8 & US - 2 US Constitution (3)	4H & US - 2 US Constitution (3)
European History	B Social and Behavioral Sciences (3) or C Humanities (3)	C2 or D6 (3)	3B or 4

French Language & Culture	C Humanities (3)	C2 (3)	3B & 6A (3)
French Literature	C Humanities (3)	C2 (3)	3B & 6A (3)
German Language & Culture	C Humanities (3)	C2 (3)	3B & 6A (3)
Human Geography	B Social and Behavioral Sciences (3)	D5 (3)	4 (3)
Italian Language & Culture	C Humanities (3)	C2 (3)	3B & 6A (3)
Japanese Language & Culture	C Humanities (3)	C2 (3)	3B & 6A (3)
Latin	C Humanities (3)	C2 (3)	3B & 6A (3)
Latin Literature	C Humanities (3)	C2 (3) *Removed F09	3B & 6A (3)
Latin Vergil	C Humanities (3)	C2 (3) *Removed F12	3B & 6A (3)
Macroeconomics	B Social and Behavioral Sciences (3)	D2 (3)	4 (3)
Microeconomics	B Social and Behavioral Sciences (3)	D2 (3)	4 (3)
Physics 1	A Natural Sciences (4)	B1 & B3 (4)	5A & 5C (4)
Physics 2	A Natural Sciences (4)	B1 & B3 (4)	5A & 5C (4)
Physics B	A Natural Sciences (4)	B1 & B3 (4) *Removed F13	5A & 5C (4)
Physics C Electricity/ Magnetisim	A Natural Sciences (3)	B1 & B3 (4)	5A & 5C (4)
Physics C Mechanics	A Natural Sciences (3)	B1 & B3 (4)	5A & 5C (4)
Psychology	B Social and Behavioral Sciences (3)	D9 (3)	4 (3)
Spanish Language & Culture	C Humanities (3)	C2 (3)	3B and 6A (3)
Spanish Literature & Culture	C Humanities (3)	C2 (3)	3B and 6A (3)
Statistics	D.2 Mathematics (3)	B4 (3)	2A (3)
United States History	B Social and Behavioral Sciences (3)	C2 or D6 & US – 1 US History (3)	3B or 4; & US - 1 US History (3)
World History	B Social and Behavioral Sciences (3) or C Humanities (3)	C2 or D6 (3)	3B or 4 (3)

INTERNATIONAL BACCALAUREATE EXAMS (IB)

Students passing IB Exams with a score of 5, 6, or 7 may obtain college semester credits to be applied to the Associate Degree general education requirements at Napa Valley College, the California State University General Education (CSU GE), and/or the Intersegmental General Education Transfer Curriculum (IGETC) certification. Chart below indicates general education areas to be certificated. Please consult your Counselor or Advisor for clarification.

IB Exam - HL Exams	NVC Associate Degree GE[1]	CSU GE[2]	IGETC[3]
Biology HL	A Natural Science	B2	5B
Chemistry HL	A Natural Science	B1	5A
Economics HL	B Social and Behavioral Sciences	D2	4
Geography HL	B Social and Behavioral Sciences	D5	4
History HL (Any region)	B Social and Behavioral Sciences or C Humanities	C2 or D6	3B or 4
Language A: Literature (any language) HL	C Humanities	C2	
Language A: Language and Literature (any language) HL	C Humanities	C2	
Language A HL (Any language except English)	C Humanities		3B & 6A
Language A HL (Any language except English)	C Humanities		3B & 6A
Language A1 HL (Any language)	C Humanities	C2 *Removed F13	
Language A2 HL (Any language)	C Humanities	C2 *Removed F13	
Language B HL	C Humanities	N/a	6A
Mathematics HL	D.2 Mathematics	B4	2A
Physics HL	A Natural Science	B1	5A
Psychology HL	B Social and Behavioral Sciences	D9	4
Theatre HL	C Humanities	C1	3A

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Students may obtain college semester credits to be applied to the Associate Degree general education requirements at Napa Valley College or the California State University General Education (CSU GE). Chart below indicates general education areas to be certificated and scores required for each exam. CLEP cannot be applied to IGETC. Please consult with your Counselor or Advisor for clarification.

CLEP Exam	NVC GE[1]	CSU GE[2]
American Government	passing score of 50 B Social and Behavioral Sciences	passing score of 50 D8
American Literature	passing score of 50 C Humanities	passing score of 50 C2
Analyzing & Interpreting Literature	passing score of 50 C Humanities	passing score of 50 C2
Biology	passing score of 50 A Natural Sciences	passing score of 50 B2
Calculus	passing score of 50 D.2 Mathematics or D.3 Communication and Analytical Thinking	passing score of 50 B4
Chemistry	passing score of 50 A Natural Sciences	passing score of 50 B1
College Algebra	passing score of 50 D.2 Mathematics or D.3 Communication and Analytical Thinking	passing score of 50 B4
College Algebra-Trig	passing score of 50 D.2 Mathematics or D.3 Communication and Analytical Thinking	passing score of 50 B4
English Literature	passing score of 50 C Humanities	passing score of 50 C2 *Removed F11
French Level 2	passing score of 59 C Humanities	passing score of 59 C2
German Level 2	passing score of 60 C Humanities	passing score of 60 C2
History, United States I	passing score of 50 B Social and Behavioral Sciences	passing score of 50 D6 & US-1 US History
History, United States II	passing score of 50 B Social and Behavioral Sciences	passing score of 50 D6 & US-1 US History
Human Growth and Development	passing score of 50 B Social and Behavioral Sciences	passing score of 50 E
Humanities	passing score of 50 C Humanities	passing score of 50 C2
Introductory Psychology	passing score of 50 B Social and Behavioral Sciences	passing score of 50 D9
Introductory Sociology	passing score of 50 B Social and Behavioral Sciences	passing score of 50 D0
Natural Sciences	passing score of 50 A Natural Sciences	passing score of 50 B1 or B2
Principles of Macroeconomics	passing score of 50 B Social and Behavioral Sciences	passing score of 50 D2
Prnciples of Microeconomics	passing score of 50 B Social and Behavioral Sciences	Passing score of 50 D2
Spanish Level 2	passing score of 63 C Humanities	passing score of 63 C2
Trigonometry	passing score of 50 D.2 Mathematics or D.3 Communication and Analytical Thinking	passing score of 50 B4
Western Civilization I	passing score of 50 B Social and Behavioral Sciences or C Humanities	passing score of 50 C2 or D
Western Civilization II	passing score of 50 B Social and Behavioral Sciences	passing score of 50 D6

STUDENT RESOURCES & SUPPORT

Resources for Students

Admissions and Records

Student Services Building
Bldg. 1300, North Lobby
(707) 256-7201
A&R Website (http://www.napavalley.edu/studentaffairs/AR/Pages/arwelcome.aspx)

The Admissions and Records office offers a wide range of services including, but not limited to, the following: admissions application support, help with registration for credit courses, student petitions, processing of graduation petitions, transcript requests, residency updates, international student applications and support, student enrollment or degree verification, registration for high school students with a permit to attend, etc.

Athletics

Physical Education and Athletics
Bldg. 600, Rm. 609
(707) 256-7650
NVC Storm Athletics Website (http://nvcstorm.com/landing/index/)

The Napa Valley College Athletic Department dedicates itself to providing a comprehensive community college environment where teaching, student learning and public service are of the highest quality. The Athletic Department works diligently to provide equitable opportunities for all student-athletes and staff, regardless of gender, ethnic background or sexual orientation.

Storm Athletic Programs include Basketball, Baseball, Golf, Soccer, Softball, and Volleyball. The Storm Athletic Programs are the cornerstone of enthusiasm and loyalty; they engage our graduates with the College long after they leave our campus; they serve as a common rallying point for the community of Napa; and they reinforce the College's commitment to diversity and community.

Bookstore

Bldg. 900, Rm. 932
(707) 256-7480
College Bookstore Website (https://napavalley.bncollege.com/webapp/wcs/stores/servlet/BNCBHomePage/?storeId=71736&catalogId=10001&langId=-1)

The Napa Valley College bookstore offers textbooks, books, instructional materials, clothing items, convenience and miscellaneous supplies for sale as economically and efficiently as possible. The bookstore stocks required and recommended textbooks and supplies for all scheduled classes in order to fulfill requirements of the Higher Education Opportunities Act (HEOA). It offers a large rental program, as well as a digital platform (Yuzu), in addition to textbook sales. Rental prices vary depending on whether the book is new or used. Faculty and staff receive a 15% discount on all items (excluding snack items and textbooks).

CARE Team

Bldg. 2200, Rm. 2250
(707) 256-7776
CARE Team Website (http://www.napavalley.edu/studentaffairs/careteam/Pages/ctwelcome.aspx)

The Campus Assessment Response and Education (CARE) Team is a proactive multi-disciplinary team that endeavors to promote individual success and wellbeing while prioritizing safety on campus. The CARE Team uses a systematic approach to identify, assess, intervene and manage cases where people may be exhibiting concerning or unusual behaviors. The team also provides outreach and education to the campus community about behaviors of concern. To notify the CARE Team or for questions/concerns/training please email us at CARE.TEAM@napavalley.edu or call (707) 256-7776.

Career Center

Student Services Building
Bldg. 1300, Rm. 1335
(707) 256-7327
Career Center Website (http://www.napavalley.edu/studentaffairs/CareerCenter/Pages/Career%20Center.aspx)

Career advising and job services for NVC students seeking full-time and part-time work off campus. Assistance with resumes, cover letters and interview techniques. Career exploration tools and an online job board, CollegeCentral.com/NapaValley. Career courses offered through Counseling Department. Fall/Spring Annual Employment Fairs.

Child Development Center

Bldg. 3000, Rm. 3000A
(707) 256-7042
Enrollment Office: (707) 253-6915
CDC Website (http://www.napavalley.edu/studentaffairs/CDC/Pages/welcome.aspx)

The Child Development Center provides early care and education for children ages 2 months to 5.7 years. The CDC Master Teachers and Associate Teachers have permits issued by the Department of Education Commission on Teacher Credentialing.

The program is available for qualifying NVC student families, campus faculty and staff, as well as the general community. The program offers a state subsidized option for qualifying families along. The program is open during the academic year with some option also available in summer session.

Counseling Department

Student Services Building
Bldg. 1300, Rm. 1339A
(707) 256-7220
Counseling Services Website (http://www.napavalley.edu/studentaffairs/Counseling/Pages/counselingservices.aspx)

Counseling Faculty assist students with educational planning that lead to the achievement of their educational goals: certificate, degree, transfer and graduation requirements. Services also include placement for new students, orientation requirements, academic counseling, career counseling, college success strategies, transfer planning, support services and short term personal counseling. Academic courses offered includes college orientation, success strategies, career courses, and planning for transfer.

Financial Aid/EOPS Office

Financial Aid/EOPS Office
Bldg. 1100, Rm. 1132

(707) 256-7300
NVC Financial Aid Website (http://www.napavalley.edu/studentaffairs/FinancialAid/Pages/default.aspx)

The Financial Aid/EOPS Office offers a variety of aid programs, including grants, loans, scholarships, emergency book vouchers, and work study opportunities, NVC Promise Program, and Veterans Services to assist students with the cost of education at Napa Valley College.
EOPS is a state-funded program that provides support services to eligible students, which include academic, scholarship, personal, and career counseling, book voucher program, priority registration, transfer assistance, and coordination with other academic support services on campus. Please refer the Financial Aid section (p. 28) for more details.

Learning Services

Library and Learning Resource Center
Bldg. 1700, Rm. 1766
(707) 256-7442
Learning Services Website (http://www.napavalley.edu/studentaffairs/DSPS/LS/Pages/welcome.aspx)

Learning Services serves the educational needs of students with learning disabilities. Students with documentation of a learning disability may contact Learning Services to meet with a learning disabilities specialist, and determine eligibility for academic adjustments, Auxilliary aids, services and/or instruction authorized under Title 5 regulations. NVC students without documentation of a learning disability may make an appointments with a learning disability specialist to determine if the assessment process is appropriate to verify that the student has a learning disability and is eligible to receive services.

Library Café

McCarthy Library
Bldg. 1700, Rm. 1743
(707) 256-7431
Café Website (http://www.napavalley.edu/auxsvcs/FoodServices/Pages/default.aspx)

The café, located on the first floor of the McCarthy Library, Bldg. 1700, is the home of the best coffee and paninis in the Napa Valley! Operating hours are 7:30 a.m. to 7:00 p.m., M-Th and 7:30 a.m. to 1 p.m. on Fridays during the spring and fall semesters and limited hours during the summer semester. The café hours are subject to change.

Math Success Center

Bldg. 800, Rm. 839
(707) 256-7635
Math Success Center Website (http://www.napavalley.edu/Academics/MathCenter/Pages/MathCenterHome.aspx)

The Math Success Center assists NVC students individually or in small groups to improve their mathematical skills. Some of the services include drop-in appointments, assistance with homework assignments, preparing students to take exams, computer access, including the free online tutoring service, and more.

McCarthy Library

Library and Learning Resource Center
Bldg. 1700
(707) 256-7400
Library Website (http://www.napavalley.edu/Library/Pages/default.aspx)

The McCarthy Library is a place of research, study, causal reading and browsing. It is open to students, as well as the public with access to the NVC Polaris catalog and Link+ (with over 60 other libraries) along with a large selection of books, periodicals, online databases, tutorials, Libguides. The library is the hub of the campus providing over 80 dual platform (MAC and PC) computers. Laptops and other equipment may be checked out for use within the library. Printing and copy services are provided at cost. Media viewing rooms and group study rooms support students engaged in collaborative learning and are available on a first-serve basis. In addition, the librarians provide 50-minute workshops on a variety of topics related to becoming an effective researcher. Hours are 7:30 a.m. to 8:00 p.m., Monday through Thursday and 7:30 a.m. to 12:00 pm Friday during fall and spring semesters. Summer hours vary. Closed weekends and holidays.

Office of Student Life/Associated Students of Napa Valley College (ASNVC)

Student Services Building
Bldg. 1300, Rm. 1342
(707) 256-7340
ASNVC Website (http://www.napavalley.edu/studentaffairs/ASB/Pages/ContactUsOfficeHours.aspx)

The Office of Student Life provides NVC students opportunities to connect and learn from other students, faculty, and staff through serving in student government, being part of a campus club or committee, or attending an event or conference on campus.

The following resources are available to students through the Office of Student Life.

- Housing Board
- Clubs and Organizations on Campus
- Leadership Training
- Emergency Food Resources
- The NVC Student Food Basket
- On Campus Information Boards (Physical/Electronic)

Ombudsperson

Student Services Building
Bldg. 1300, Rm. 1333
(707) 256-7351
Student Advocate Website (http://www.napavalley.edu/studentaffairs/SRR/Pages/Ombudsperson%20(Student%20Advocate).aspx)

The Ombudsperson is a neutral and confidential source of information and assistance for students. The college Ombudsperson does not interfere with established processes but can assist you if you do not know the established process or have tried unsuccessfully to settle your complaint through routine channels. When solutions are not found, the problem may be referred to the appropriate administrator or division chair. The Dean of Counseling Services and Student Success serves as the acting campus Ombudperson. To make an appointment, please contact the Senior Administrative Assistant in office 1333 at (707) 256-7351.

Student Activities Center

Bldg. 900, Rm. 930
(707) 256-7340
ASNVC Website (http://www.napavalley.edu/studentaffairs/ASB/Pages/ContactUsOfficeHours.aspx)

The Student Activities Center provides students is located in Building 900 (the former Cafeteria). Students can check out games and equipment through the ASNVC Office for the duration of one hour at a time (subject to availability) with a current Student ID Card. Games such as Ping pong, Fosse ball, air hockey and an assortment of board games available for checkout.

Student Life Food Program

Little Theater
Bldg. 1200, Rm. 1202
(707) 256-7340
Food Services Website (http://www.napavalley.edu/studentaffairs/ASB/Pages/Emergency-Food-Services-for-Students.aspx)

The Office of Student Life/ASNVC runs a supplemental food program designed to help supplement a student's monthly food purchases and address food insecurity.

Testing and Tutoring Center

Library and Learning Resource Center
Bldg. 1700, Rm. 1764
(707) 256-7437
TTC Website (http://www.napavalley.edu/Academics/TestingCenter/Pages/TestingandTutoringCenter.aspx)

The Testing and Tutoring Center (TTC) offers a variety of assessment, placement and academic testing services to potential and enrolled NVC students and members of the community, with particular emphasis on providing testing accommodations for students with disabilities. Information regarding English and math placement can be found on the TTC website. Additionally, the TTC provides trained tutors to work with students in the math and Writing Success Center to assist students in becoming successful and independent learners. Tutoring services are free to NVC students.

Transfer Center

Student Services Building
Bldg. 1300, Rm. 1335
(707) 256-7333
Transfer Center Website (http://www.napavalley.edu/studentaffairs/TransferCenter/Pages/default.aspx)

The Transfer Center provides counseling and advising to our NVC students planning to transition on to a four-year university. Our special focus is on helping students transfer to the college of their choice at the junior level. The following resources are provided by the Transfer Center:

- Transfer counseling about requirements, research, decision making and education planning
- Transfer advisement for application preparation and general transfer questions
- Hosting visiting university representatives
- Transfer Admission Guarantees (TAGS) and Transfer Admission Agreements (TAAs)
- Workshops about how to start the transfer process, applications, TAGs and TAAs, Personal Statements, and more.
- Fall Transfer Day with over 50 colleges
- Van and bus tours of local colleges
- Spring Transfer Celebration
- Classroom presentations about transfer options

Transportation

The VINE Bus serves the Napa College main campus. As of September 1, 2013, the campus is served by routes 11, 21, and 29.

Bus service: Four VINE Routes to Napa Valley Campus.
To/from Napa Valley Campus: VINE Routes 29, 21, 11, & 10
To/from upper valley campus: St. Helena VINE Shuttle
Please visit the VINE's Website at http://www.vinetransit.com/ for additional information on routes, fares, and available accommodations. Or you may call the VINE directly at 707-251-2800.

Veterans Services

Veterans Services Office
Bldg. 1100, Rm. 1132
(707) 256-7322
Veteran Services Website (http://www.napavalley.edu/studentaffairs/FinancialAid/VeteransResources/Pages/welcome.aspx)

Located in the Financial Aid/EOPS Office, the Veterans Services exists to aid veteran, active duty, guard, reserve, and dependent students who receive educational benefits from the Veterans Administration.

Veterans Resource Center

Bldg. 1200, Rm. 1233
(707) 256-7300
Veteran Resource Center Website (http://www.napavalley.edu/studentaffairs/FinancialAid/VeteransResources/Pages/VeteransResourceCenter.aspx)

The Veterans Resource Center was developed to provide student veterans with the resources they need to achieve success in their educational goals. Veterans may use the computer lab, study, meet other student veterans, attend workshops, or meet with Veterans support staff for information or services.

Welcome Center

Student Services Building
Bldg. 1300, North Lobby
(707) 256-7215
Welcome Center Website (http://www.napavalley.edu/studentaffairs/welcomecenter/Pages/welcomectrhome.aspx)

The Welcome Center assists in creating clearly marked pathways that help connect students with the resources and information that is most crucial for their educational success. The center serves both new and returning students, in addition to current students. Full-Time staff and Student Ambassadors are available to provide hands-on assistance with the matriculation process and guide students through the setup of their WebAdvisor account.

Writing Success Center

Bldg. 800, Rm. 832
(707) 256-7640
Writing Success Center Website (http://www.napavalley.edu/Academics/WritingCenter/Pages/default.aspx)
Writing Success Center Email (Writing.Center@napavalley.edu)

The Writing Success Center is a FREE support service available for all NVC students who would like help with their writing in any discipline. Writing Tutor Specialists are available for live, one-on-one tutoring to assist with any step in the student's writing process. Students may also enroll in a free self-paced non-credit class, ENGLNC 800, and develop

their writing skills through specialized tutorial support tailored to their individual needs. Additionally, students can attend free workshops on specified writing topics. Free online tutoring is also available 7 days a week. See the Writing Success Center website for more details about all these services and more.

Programs for Students

California Work Opportunity and Responsibility to Kids Act (CalWORKs)

Financial Aid/EOPS Office
Bldg. 1100, Rm. 1132
(707) 256-7301
NVC CalWORKs Website (http://www.napavalley.edu/studentaffairs/EOPS/Pages/CalWORKs.aspx)

California Work Opportunity and Responsibility to Kids Act (CalWORKs) provides support to NVC students who receive CalWORKs cash aid from the county Social Services Agency. A team of caring professionals is available to assist students with achieving their educational goals at NVC. Eligible students must currently be receiving CalCALWORKs cash aid, and be enrolled in 1.0 unit at NVC.

Cooperative Agencies Resources for Education (CARE)

Financial Aid/EOPS Office

Bldg. 1100, Rm. 1132
(707) 256-7301
NVC CARE Website (http://www.napavalley.edu/studentaffairs/EOPS/Pages/CARE.aspx)

Cooperative Agencies Resources for Education (CARE) provides additional services to EOPS students who are at least 18 years old and current recipients of CalWORKs/TANF cash aid for themselves or dependent children as a single head of household.

Disabled Student Programs and Services (DSPS)

Library and Learning Resource Center
Bldg. 1700, Rm. 1766 or 1769
(707) 256-7345
DSPS Website (http://www.napavalley.edu/studentaffairs/DSPS/Pages/default.aspx)

DSPS provides academic adjustments, auxilliary aids, full spectrum academic counseling services and/or instruction to qualified students with disabilities to ensure equal access in accordance with federal and state non-discrimination laws. Disabilities include, but are not limited to, physical, deaf and hard of hearing, blind and low vision, learning disabilities, acquired brain injury, attention deficit hyperactivity disorder, intellectual disability, autism spectrum, mental health disability and other health conditions and disabilities. Students who qualify for DSPS may receive academic adjustments, auxilliary aids, services and/or instruction. Examples include alternate media, assistive listening devices, assistive technology, sign language interpreter, specialized counseling/advising, notetaker services, mobility assistance (on campus), priority registration, reader/scribe services, test taking facilitation and specialized tutoring.

Educational Talent Search (TRiO)

Bldg. 1100, Rm. 1133
(707) 256-7390
Educational Talent Search Website (http://www.napavalley.edu/studentaffairs/talentsearch/Pages/welcome.aspx)

Educational Talent Search (ETS) is a federally funded pre-college TRiO program designed to provide academic support to low- income, potential first-generation college students in grades 6th through 12th from designated schools within the Napa Valley Unified School District. The ETS Program's primary objective is to assist students in graduating from high school and to successfully transition into a post-secondary institution. Program participants will benefit from the following services: academic counseling, college and financial aid application assistance, essential skills workshops, tutoring, mentoring, college visits, and cultural activities.

Extended Opportunity Program and Services (EOPS)

Financial Aid Office
Bldg. 1100, Rm. 1132
(707) 256-7301
EOPS Website (http://www.napavalley.edu/studentaffairs/EOPS/Pages/default.aspx)

EOPS is a state funded program established to address the issues of equal access to a quality education. EOPS offers many services, including academic, personal and career counseling, registration assistance, book vouchers, outreach activities, assistance with transfer to 4-year schools or transition to work. Other services include referrals to the many social service agencies in the community. The staff offers individualized attention with a personal approach. Bilingual counseling is provided.

Mathematics, Engineering, Science Achievement (MESA)

Bldg. 1800, Rm. 1806 (lower level)
(707) 256-7280
MESA Website (http://www.napavalley.edu/studentaffairs/MESA/Pages/default.aspx)

The MESA California Community College Program (CCCP) provides science, technology, engineering and math (STEM) academic development to educationally disadvantaged community college students so they will excel academically and transfer to four-year institutions in calculus-based majors. Main components of the MESA CCCP include: Academic Excellence Workshops (AEW) and/or Supplemental Instruction (SI); Orientation Workshops; academic advising; student study center; assistance in the transfer process; career advising; links with student and professional organizations; and tutoring services.

Puente Project

Bldg. 800, Rm 841
(707) 256-7685
puente.office@napavalley.edu
Puente Project Website (http://www.napavalley.edu/studentaffairs/Puente/Pages/default.aspx)

The Puente Project is an academic preparation program whose mission is to increase the number of educationally disadvantaged students who: enroll in four-year colleges, earn college degrees, and return to the community as mentors and leaders for future generations. Puente is an accelerated one-year, learning community program that focuses on Mexican-American and Latino literature and issues. The program is

open to all students. For more information, please contact the Puente Counselor at the number listed.

Student Support Services (SSS) TRIO

Student Services Building
Bldg. 1300, Rm. 1333
(707) 256-7350
SSS TRIO Website (http://www.napavalley.edu/studentaffairs/TRIO/Pages/default.aspx)

Student Support Services (SSS) TRIO is a federally funded grant program providing academic, retention, transfer and graduation support for qualifying first-generation and low income students and students with disabilities: Services for SSS TRIO participants include counseling and academic advising, tutoring, college tours, college transfer assistance, financial literacy and scholarship assistance.

Umoja

Bldg. 800, Rm. 865
(707) 256-7494
Umoja Website (http://www.napavalley.edu/Academics/umoja/Pages/Umoja1.aspx)

The UMOJA Community is a learning community and critical resource, dedicated to enhancing the cultural and educational experiences of African American and other students. The program provides Counseling courses, Speech courses; workshops (Math, English), career related assessments, tutoring, mentoring, leadership opportunities, cultural fieldtrips, college tours, and academic counseling that will assist students in learning the following: a certificate, degree, and/or in transferring to a baccalaureate degree-granting college or university.

Health and Safety

College Police

Campus Police Office
Bldg. 2200, Rm. 2250
Urgent (707) 256-7777
Business (707) 256-7770
NVC College Police Website (http://www.napavalley.edu/studentaffairs/Police/Pages/welcome.aspx)

The Napa Valley College Police Department supports the academic process and endeavors of all who use the college by creating an environment which is as safe and crime free as possible. NVCPD handles reports of criminal behavior and emergencies on campus and coordinates assistance and investigation with outside agencies as necessary. NVCPD employs sworn Police Officers (830.32 PC) and non-sworn Campus Services Officers (CSOs) to deliver services to the campus community. Officers provide a full range of police related activities, including: primary emergency responses; preventative patrol; initial investigation of reported or suspected crimes; enforcement of all applicable laws; follow-up and specialized criminal investigations; crime prevention; community liaison and relations; special event security; traffic activities (enforcement and accident investigations); parking enforcement; and, as needed, campus escorts of students, faculty, or staff.

Crime Reporting Procedures

Students, faculty, staff, and visitors can all help to create an atmosphere which is as safe and crime free as possible by reporting criminal or suspicious behavior and emergencies to the Napa Valley College Police Department. All staff and students are asked that if you SEE SOMETHING – SAY SOMETHING by calling the College Police at ext. 7777 (on-campus) or 256-7777 (off-campus or cell phone).

The College Police responds to all reports of criminal behavior, misconduct, and emergencies on the Main Campus. The College Police respond to the Upper Valley Campus and American Canyon Center for specific reports of crimes.

College Police officers are generally on duty on the Main Campus:

- Monday – Friday 5:30 am to 11:00 pm
- Saturday & Sunday 7:00 am to 7:30 pm
- College Holidays 7:00 am to 7:00 pm

NVC Safe – Smart Phone Emergency Alert

NVC Safe is a smartphone safety app that provides quick access to campus security resources, interactive maps and emergency plans. It also allows the college to send out mass notifications.The app can be downloaded for free in the App Store and Google Play, is available for Apple iOS and Google Android devices.

Sexual Violence Elimination (SaVE) Act

Domestic or dating violence, sexual violence, or stalking can happen to anyone regardless of race, age, sexual orientation, religion, or gender. These crimes affect people of all socioeconomic backgrounds and education levels, and can occur in both opposite-sex and same-sex relationships. Sexual misconduct and sexual violence on college campuses is a significant problem that according to some government reports and will affect one in every five women and one in every twenty men who attend college. In many cases you will know the person who is responsible for the crime. Most incidents happen during the student's freshman or sophomore year, and many of the cases go unreported. Napa Valley College is committed to providing a safe environment that is free of sexual misconduct and sexual violence. The College does not condone nor will it specifically tolerate domestic or dating violence, sexual violence, or stalking. Information about the College's policies regarding these issues can be found on the College's website on the Student Health Center (http://www.napavalley.edu/studentaffairs/HealthCenter/Pages/default.aspx) and College Police (http://www.napavalley.edu/studentaffairs/Police/Pages/welcome.aspx) webpages.

Student Right-To-Know Information/Campus Security Act

To comply with the federal Student Right-to-Know (SRTK) and the Campus Security Act (Public Law 101-542), Napa Valley College provides information to the public on the safety and security of the campus and the educational outcomes of a specific group of students.

For more information, please refer to the Research and Data Analysis section on the Research, Planning and Institutional Effectiveness (RPIE) website (http://www.napavalley.edu/AboutNVC/Planning/Pages/default.aspx).

The campus safety information describes security procedures, laws in effect on campus, and crime statistics. For information on NVC campus safety and security, please go to www.nvcpd.org (http://www.napavalley.edu/studentaffairs/Police/Pages/welcome.aspx) or call (707) 256-7770 to obtain a paper copy of the Safety and Security Report.

Reference: NVC (BP 3500 (http://www.napavalley.edu/AboutNVC/Trustees/bpmanual/ch3/BP3500.pdf))

Student Health Services

Student Health Center Office
Bldg. 2200, Rm. 2250
(707) 256-7780
Student Health Center Website (http://www.napavalley.edu/studentaffairs/HealthCenter/Pages/default.aspx)

Student Health Services provides medical services including treatment of injuries and illnesses, reproductive health, preventive health, vaccines and TB testing, and health education programs such as stress reduction to registered students. Mental health services are also provided. A highly trained and experienced Nurse Practitioner and licensed Marriage Family Therapist (MFT) are dedicated to your health and well-being.

California state law and the federal Health Insurance Portability and Accounting Act of 1996 (HIPAA) ensure all visits to the health center are confidential in accordance with federal law. Your medical records cannot be given to anyone, including parents and/or spouses, without your express written permission.

DEGREES AND CERTIFICATES

Title	Award	Department	Financial Aid Eligible
911 Dispatcher (p. 123)	Certificate of Achievement	Criminal Justice Training (p. 122)	Yes
Accounting (p. 70)	A.S.	Accounting (p. 69)	Yes
Accounting-Bookkeeping (p. 71)	Certificate of Achievement	Accounting (p. 69)	Yes
Addiction Studies (p. 73)	A.S.	Addiction Studies (p. 72)	Yes
Addiction Studies (p. 75)	Certificate of Achievement	Addiction Studies (p. 72)	Yes
Administration of Justice (p. 77)	A.S.	Administration of Justice (p. 76)	Yes
Administration of Justice (p. 78)	A.S.-T.	Administration of Justice (p. 76)	Yes
Advanced Microsoft Office Skills (p. 116)	Certificate of Achievement	Computer Studies (p. 114)	No
Analog Photography (p. 180)	Certificate of Achievement	Photography (p. 178)	No
Anthropology (p. 81)	A.A.-T.	Anthropology (p. 80)	Yes
Architectural Drafting and Design (p. 131)	Certificate of Achievement	Digital Design Graphics Technology (p. 129)	No
Art History (p. 83)	A.A.	Art History (p. 82)	Yes
Art History (p. 84)	A.A.-T.	Art History (p. 82)	Yes
Beginning Microsoft Office Software (p. 117)	Local Certificate	Computer Studies (p. 114)	No
Business Administration (p. 93)	A.S.	Business and Entrepreneurship (p. 92)	Yes
Business Administration (p. 94)	A.S.-T.	Business and Entrepreneurship (p. 92)	Yes
Business-Entrepreneurship (p. 98)	Local Certificate	Business and Entrepreneurship (p. 92)	No
Child and Family Studies (p. 101)	A.S.	Child and Family Studies and Education (p. 100)	Yes
Child and Family Studies (p. 108)	Certificate of Achievement	Child and Family Studies and Education (p. 100)	Yes
Child and Family Studies-Assistant (p. 105)	Local Certificate	Child and Family Studies and Education (p. 100)	No
Child and Family Studies-Associate Teacher (p. 106)	Certificate of Achievement	Child and Family Studies and Education (p. 100)	No
Child and Family Studies-Associate Teacher with Administration (p. 107)	Certificate of Achievement	Child and Family Studies and Education (p. 100)	Yes
Child and Family Studies-Master Teacher Specialization (p. 109)	Local Certificate	Child and Family Studies and Education (p. 100)	No
Combination Welding Technician (p. 219)	Certificate of Achievement	Welding Technology (p. 215)	Yes
Commercial Photography (p. 181)	Certificate of Achievement	Photography (p. 178)	No
Communication Studies (p. 113)	A.A.-T.	Communication Studies (p. 112)	Yes
Computer Studies (p. 115)	A.S.	Computer Studies (p. 114)	Yes
Content Marketing (p. 96)	Certificate of Achievement	Business and Entrepreneurship (p. 92)	No
CSU General Education (p. 120)	Certificate of Achievement	Counseling (p. 118)	No
Dance (p. 126)	A.A.	Dance (p. 125)	Yes
Digital Art and Graphic Design (p. 128)	A.A.	Digital Art and Design (p. 127)	Yes
Digital Design Graphics Technology (p. 130)	A.S.	Digital Design Graphics Technology (p. 129)	Yes
Digital Design Graphics Technology (p. 132)	Certificate of Achievement	Digital Design Graphics Technology (p. 129)	Yes
Digital Photography (p. 182)	Certificate of Achievement	Photography (p. 178)	No
Early Childhood Education (p. 103)	A.S.-T.	Child and Family Studies and Education (p. 100)	Yes

Early Childhood Intervention (p. 110)	Certificate of Achievement	Child and Family Studies and Education (p. 100)	No
Elementary Teacher Education (p. 104)	A.A.-T.	Child and Family Studies and Education (p. 100)	Yes
EMT-P Paramedic (p. 135)	A.S.	Emergency Medical Services (p. 134)	Yes
EMT-P Paramedic (p. 136)	Certificate of Achievement	Emergency Medical Services (p. 134)	Yes
English (p. 139)	A.A.-T.	English (p. 137)	Yes
Entrepreneurship (p. 95)	A.S.	Business and Entrepreneurship (p. 92)	Yes
Entrepreneurship (p. 97)	Certificate of Achievement	Business and Entrepreneurship (p. 92)	No
Ethnic Studies (p. 151)	A.A.	Humanities (p. 150)	Yes
History (p. 141)	A.A.-T.	History (p. 140)	Yes
Hospitality Management (p. 143)	A.S.-T.	Hospitality, Culinary and Tourism Management (p. 142)	Yes
Hospitality Management (p. 146)	Certificate of Achievement	Hospitality, Culinary and Tourism Management (p. 142)	Yes
Human Services (p. 148)	A.S.	Human Services (p. 147)	Yes
Human Services (p. 149)	Certificate of Achievement	Human Services (p. 147)	Yes
IGETC General Education (p. 121)	Certificate of Achievement	Counseling (p. 118)	No
Intermediate Basic Culinary Skills (p. 145)	Skills Certificate	Hospitality, Culinary and Tourism Management (p. 142)	No
Introductory Basic Culinary Skills (p. 144)	Skills Certificate	Hospitality, Culinary and Tourism Management (p. 142)	No
Kinesiology (p. 154)	A.A.-T.	Kinesiology (p. 153)	Yes
Law Enforcement-Administration of Justice (p. 79)	Certificate of Achievement	Administration of Justice (p. 76)	No
Law Enforcement-Basic Police Academy (p. 124)	Certificate of Achievement	Criminal Justice Training (p. 122)	Yes
LGBT Education (p. 156)	A.S.	LGBT Education (p. 155)	Yes
LGBT Education for Educators (p. 158)	Certificate of Achievement	LGBT Education (p. 155)	No
LGBT Education for Health Care Professionals (p. 159)	Certificate of Achievement	LGBT Education (p. 155)	No
LGBT Studies (p. 157)	Certificate of Achievement	LGBT Education (p. 155)	No
LGBTQ Community Awareness (p. 160)	Noncredit Certificate of Completion	LGBT Education (p. 155)	No
Machine Tool Technology (p. 162)	A.S.	Machine Tool Technology (p. 161)	Yes
Machine Tool Technology (p. 163)	Certificate of Achievement	Machine Tool Technology (p. 161)	Yes
Machine Tool Technology-One Year (p. 164)	Local Certificate	Machine Tool Technology (p. 161)	No
Marketing (p. 99)	Local Certificate	Business and Entrepreneurship (p. 92)	No
Mathematics (p. 166)	A.S.-T.	Mathematics (p. 165)	Yes
Mechanical Drafting and Design (p. 133)	Certificate of Achievement	Digital Design Graphics Technology (p. 129)	No
Music (p. 170)	A.A.-T.	Music (p. 167)	Yes
Music-Instrumental (p. 168)	A.A.	Music (p. 167)	Yes
Music-Vocal (p. 169)	A.A.	Music (p. 167)	Yes
Musical Theater (p. 171)	A.A.	Music (p. 167)	Yes
Natural Science (p. 90)	A.S.	Biology (p. 89)	Yes
Nursing (p. 174)	A.S.	Nursing (p. 172)	Yes
Photography (p. 179)	A.S.	Photography (p. 178)	Yes
Physics (p. 184)	A.S.-T.	Physics (p. 184)	Yes
Political Science (p. 186)	A.A.-T.	Political Science (p. 185)	Yes

Pre-Health Science (p. 91)	A.S.	Biology (p. 89)	Yes
Psychiatric Technician-Fast Track (p. 191)	Certificate of Achievement	Psychiatric Technician (p. 187)	No
Psychiatric Technician-Three Semester (p. 189)	A.S.	Psychiatric Technician (p. 187)	Yes
Psychiatric Technician-Three Semester (p. 190)	Certificate of Achievement	Psychiatric Technician (p. 187)	Yes
Psychology (p. 193)	A.A.	Psychology (p. 192)	Yes
Psychology (p. 194)	A.A.-T.	Psychology (p. 192)	Yes
Respiratory Care (p. 196)	A.S.	Respiratory Care (p. 195)	Yes
Social Justice Studies-Ethnic Studies (p. 152)	A.A.-T.	Humanities (p. 150)	Yes
Sociology (p. 199)	A.A.-T.	Sociology (p. 198)	Yes
Spanish (p. 202)	A.A.-T.	Spanish (p. 201)	Yes
Spanish for Heritage Speakers (p. 203)	A.A.	Spanish (p. 201)	Yes
Spanish for Non-Heritage Speakers (p. 204)	A.A.	Spanish (p. 201)	Yes
Specialization in Administration and Mentoring (p. 111)	Skills Certificate	Child and Family Studies and Education (p. 100)	No
Studio Arts (p. 86)	A.A.-T.	Arts (p. 85)	Yes
Studio Arts-Ceramics (p. 87)	A.A.	Arts (p. 85)	Yes
Studio Arts-Painting and Drawing (p. 88)	A.A.	Arts (p. 85)	Yes
Theater Arts (p. 206)	A.A.-T.	Theater Arts (p. 205)	Yes
Theater Arts-Acting (p. 207)	A.A.	Theater Arts (p. 205)	Yes
Theater Arts-Technical Theater (p. 208)	A.A.	Theater Arts (p. 205)	Yes
University Preparation for a Specific Major (p. 119)	A.A.	Counseling (p. 118)	No
Viticulture (p. 210)	A.S.	Viticulture and Winery Technology (p. 209)	Yes
Viticulture and Enology (p. 213)	Certificate of Achievement	Viticulture and Winery Technology (p. 209)	Yes
Vocational Nursing (p. 176)	A.S.	Nursing (p. 172)	Yes
Vocational Nursing (p. 177)	Certificate of Achievement	Nursing (p. 172)	Yes
Welder's Assistant (p. 217)	Local Certificate	Welding Technology (p. 215)	No
Welding Technician Basic (p. 218)	Certificate of Achievement	Welding Technology (p. 215)	Yes
Welding Technology (p. 216)	A.S.	Welding Technology (p. 215)	Yes
Welding Technology (p. 220)	Certificate of Achievement	Welding Technology (p. 215)	Yes
Wine Marketing and Sales (p. 211)	A.S.	Viticulture and Winery Technology (p. 209)	Yes
Wine Marketing and Sales (p. 214)	Certificate of Achievement	Viticulture and Winery Technology (p. 209)	Yes
Winemaking (p. 212)	A.S.	Viticulture and Winery Technology (p. 209)	Yes

AREAS OF STUDY

A

- Accounting (p. 69)
- Addiction Studies (p. 72)
- Administration of Justice (p. 76)
- Anthropology (p. 80)
- Art History (p. 82)
- Arts (p. 85)

B

- Biology (p. 89)
- Business and Entrepreneurship (p. 92)

C

- Child and Family Studies and Education (p. 100)
- Communication Studies (p. 112)
- Computer Studies (p. 114)
- Counseling (p. 118)
- Criminal Justice Training (p. 122)

D

- Dance (p. 125)
- Digital Art and Design (p. 127)
- Digital Design Graphics Technology (p. 129)

E

- Emergency Medical Services (p. 134)
- English (p. 137)

H

- History (p. 140)
- Hospitality, Culinary and Tourism Management (p. 142)
- Human Services (p. 147)
- Humanities (p. 150)

K

- Kinesiology (p. 153)

L

- LGBT Education (p. 155)

M

- Machine Tool Technology (p. 161)
- Mathematics (p. 165)
- Music (p. 167)

N

- Nursing (p. 172)

P

- Photography (p. 178)
- Physics (p. 183)
- Political Science (p. 185)
- Psychiatric Technician (p. 187)
- Psychology (p. 192)

R

- Respiratory Care (p. 195)

S

- Sociology (p. 198)
- Spanish (p. 201)

T

- Theater Arts (p. 205)

V

- Viticulture and Winery Technology (p. 209)

W

- Welding Technology (p. 215)

ACCOUNTING

Department

Accounting is essentially the language of business. If you want to talk bottom line like an executive, then let us show you how to get to the bottom line. Accounting is much more than tax season consulting. We'll prepare you to evaluate business models, manage companies, and even take on executive roles. A degree or certificate in Accounting will set you up for immediate, high-paying jobs that keep their value even in economic lows. In this program, you'll get comfortable with sophisticated problem-solving skills, business accounting practices, and communication tactics, giving you an edge in the workforce. Accounting will always be in demand which means that *you* will always be in demand. Count on it.

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Degrees and Certificates

Degrees
- Accounting (AS) (p. 70)

Certificates
- Accounting-Bookkeeping (Certificate of Achievement) (p. 71)

Courses
- Accounting (ACCT) (p. 224)

Accounting: Associate of Science Degree

The Associate of Science Degree in Accounting is a four-semester course of study designed to prepare students for a career in Accounting as an Accounting Clerk, Bookkeeper, Payroll Clerk or entry-level Accountant. Candidates must complete all required courses with a grade of "C" or above. Each degree must total at least 60 units.

Career Opportunities

Accounting clerks, Bookkeepers, Payroll clerks, Entry-level Accountants.

Program Learning Outcomes

1. Apply knowledge of generally accepted accounting principles.
2. Apply current computer applications in accounting.

Program Requirements

Code	Title	Units
Required Core Courses (44 units)		
ACCT-120	Introduction to Accounting	3
ACCT-122	Federal Income Tax for Individuals	3
ACCT-125	Financial Accounting	5
ACCT-126	Managerial Accounting	5
ACCT-127	Computer Accounting	3
BUSI-100	Introduction to Business	3
BUSI-103	Legal Environment of Business	3
BUSI-105	Business Communication	3
COMS-165	Microsoft Excel	3
ECON-100	Principles of Macroeconomics	3
ECON-101	Principles of Microeconomics	3
MATH-106	College Algebra	4
SPCOM-126	Intercultural Communication	3
Required Electives (3 units)		
Complete 3 units of the following;		3
COMS-101	Computer Information Systems	
COMS-110	Introduction to Computers	
Total Units		47

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
ACCT-120	Introduction to Accounting	3
BUSI-100	Introduction to Business	3
COMS-101 or COMS-110	Computer Information Systems or Introduction to Computers	3
MATH-106	College Algebra	4
NVC GE Area A: Natural Science		3
	Units	16
Spring		
BUSI-103	Legal Environment of Business	3
BUSI-105	Business Communication	3
ECON-100	Principles of Macroeconomics	3
ACCT-125	Financial Accounting	5
COMS-165	Microsoft Excel	3
	Units	17
Summer		
ACCT-127	Computer Accounting	3
	Units	3
Second Year		
Fall		
ACCT-122	Federal Income Tax for Individuals	3
SPCOM-126	Intercultural Communication	3
NVC GE Area C: Humanities GE		3
NVC GE Area D1: English Composition		4
	Units	13
Spring		
ACCT-126	Managerial Accounting	5
ECON-101	Principles of Microeconomics	3
Multicultural/Gender Studies GE		3
PE/Health Education		3
	Units	14
	Total Units	63

Accounting-Bookkeeping: Certificate of Achievement

Successful completion of the Bookkeeping Certificate program will provide the skills necessary for an entry-level accounting clerk or bookkeeping job.

Career Opportunities
Bookkeeper Accounting Clerk.

Program Learning Outcomes
1. Students will analyze and record accounting transactions.

Certificate Requirements

Code	Title	Units
Required Courses		
ACCT-120	Introduction to Accounting	3
ACCT-125	Financial Accounting	5
ACCT-126	Managerial Accounting	5
ACCT-127	Computer Accounting	3
BUSI-100	Introduction to Business	3
BUSI-103	Legal Environment of Business	3
BUSI-105	Business Communication	3
COMS-110	Introduction to Computers	3
or COMS-101	Computer Information Systems	
COMS-165	Microsoft Excel	3
Total Units		31

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
ACCT-120	Introduction to Accounting	3
BUSI-100	Introduction to Business	3
COMS-110	Introduction to Computers	3
	Units	9
Spring		
BUSI-103	Legal Environment of Business	3
BUSI-105 or ENGL-120	Business Communication or College Compositon and Research	3
ACCT-125	Financial Accounting	5
COMS-165	Microsoft Excel	3
	Units	14
Summer		
ACCT-127	Computer Accounting	3
	Units	3
Second Year		
Spring		
ACCT-126	Managerial Accounting	5
	Units	5
	Total Units	31

ADDICTION STUDIES

Department

The goal of the Addiction Studies Program at Napa Valley College is to provide education and training for individuals pursuing a career in Alcohol and Drug Counselor Certification in the State of California. The academic program follows the standards for the California Consortium of Addiction Programs and Professional (CCAPP) which certifies educational programs. It incorporates the Addiction Counseling Competencies published by the US Department of Health and Human Services, Substance Abuse Treatment Administration (www.samhsa.gov (http://www.samhsa.gov/)). Students will complete an extensive internship in a community-based internship over two semesters enabling them to demonstrate competencies necessary for treatment of those struggling with addiction. Upon satisfactory completion of the program students will understand the composition, physical and cognitive effects, addictive factors, and symptoms of withdrawal and overdose of commonly abused substances. They will be able to assess accurately persons using substances by identifying risk factors and behaviors to facilitate appropriate prevention, treatment, and referrals in the community. Use evidence-based prevention and treatment strategies for clients and families from diverse socioeconomic and cultural backgrounds. Identify ethical and legal requirements for professional development. Students completing the course work and internship will be able to register as an AOD counselor and work towards their certification.

Career Opportunities

The Addiction Studies degree and certificate program is designed for students pursuing employment as a Certified Alcohol and Other Drug (AOD) Counselor, also called Certified Addictions Treatment Counselors (CATC's), in the State of California. AOD Counselors help individuals deal with substance abuse and dependency issues. AOD Counselors can work in private non-profit and/or public substance abuse treatment agencies.

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Degrees and Certificates

Degrees
- Addiction Studies (AS) (p. 73)

Certificates
- Addiction Studies (Certificate of Achievement) (p. 75)

Courses
- Addiction Studies (ADS) (p. 224)

Addiction Studies: AS Degree

The Addiction Studies A.S. degree program is designed for students pursuing employment as a Certified Alcohol and Other Drug (AOD) Counselor, also called Certified Addictions Treatment Counselors (CATC's), in the State of California. AOD Counselors help individuals deal with substance abuse and dependency issues. It incorporates the Addiction Counseling Competencies published by the US Department of Health and Human Services, Substance Abuse Treatment Administration (www.samhsa.gov (https://www.samhsa.gov/)).

Career Opportunities

Multiple career opportunities are available as Behavioral Health and Chemical Dependency Case Managers, Behavioral Health Counselors, Chemical Dependency Counselors, and Treatment Facilities Counselors. AOD Counselors can work in private non-profit and/or public substance abuse treatment agencies. The academic program follows the standards for the CCAPP which certifies educational programs.

Program Learning Outcomes

1. Understand the composition, physical and cognitive effects, addictive factors, and symptoms of withdrawal and overdose of commonly abused substances.
2. Assess accurately persons using substances by identifying risk factors and behaviors to facilitate appropriate prevention, treatment, and referrals in the community.
3. Use evidence-based prevention and treatment strategies for clients and families from diverse socioeconomic and cultural backgrounds.
4. Identify ethical and legal requirements for professional development.

Degree Requirements

Code	Title	Units
Required Courses		
ADS-100	Law and Ethics	3
ADS-120	Introduction to Addiction Studies	3
ADS-123	Counseling Theories and Techniques	3
ADS-125	Personal and Professional Growth	3
ADS-127	Case Management in Addiction Studies	3
ADS-135	Pharmacology and the Physiological Effects of Addiction	3
ADS-193	Supervised Practicum for Addiction Studies 1	3.5
ADS-194	Supervised Practicum in Addiction Studies 2	3.5
HSRV-120	Introduction to Human Services	3
HSRV-124	Working With Diverse Populations	3
Total Units		31

[1] A minimum completion of three of the Certificate courses are required prior to beginning the Internship.

[2] Students in recovery must complete a minimum of 2+ years of sobriety and are actively pursuing an appropriate program of recovery prior to enrollment in their internship.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
HSRV-120	Introduction to Human Services	3
HSRV-124	Working With Diverse Populations	3
English Composition		3-4
Recommended Electives [1]		3
	Units	12-13
Spring		
ADS-100	Law and Ethics	3
ADS-120	Introduction to Addiction Studies	3
Math Requirement [2]		3-5
Natural Science GE [3]		3
	Units	12-14
Summer		
Social & Behavioral Science GE [4]		3
Recommended Electives [1]		3
	Units	6
Second Year		
Fall		
ADS-123	Counseling Theories and Techniques	3
ADS-125	Personal and Professional Growth	3
ADS-127	Case Management in Addiction Studies	3
ADS-193	Supervised Practicum for Addiction Studies 1	3.5
Recommended Electives [1]		3
	Units	15.5
Spring		
ADS-135	Pharmacology and the Physiological Effects of Addiction	3
ADS-194	Supervised Practicum in Addiction Studies 2	3.5
Humanities GE [5]		3
Recommended Electives [1]		5
	Units	14.5
	Total Units	60-63

[1] Recommended Electives: HSRV-130 and HSRV-131 are highly recommended courses for the degree. The following courses are recommended electives for the degree: ANTH-120, HELH-106, HEOC-100, HEOC-172, HUMA-112, HUMA-113, HUMA-160, HUMA-174, HUMA-186, LGBT-120, PSYC-120, PSYC-123, PSYC-124, PSYC-125, PSYC-126, PSYC-128, PSYC-135, PSYC-175, SPAN-110, SPAN-111, SPAN-120, SPCOM-120, SPCOM-124, SPCOM-126, SPCOM-130.

[2] Math Requirement: The recommended course is MATH-95, or MATH-232 if transfer to a four year institution is an academic goal. The Math proficiency graduation requirement may be met by completing any course in Area D2 of the Napa Valley College General Education pattern.

[3] Natural Science GE Recommended Electives: ANTH-120, HEOC-100. Students may choose to complete any NVC GE Area A course to satisfy this requirement.

[4] Social and Behavioral Science GE Recommended Electives: ADMJ-121, CFS-120, PSYC-120, PSYC-125, PSYC-126, SOCI-120, SOCI-122. Students may choose to complete any NVC GE Area B course to satisfy this requirement.

[5] Humanities GE Recommended Electives: ASL-120, HUMA-112, HUMA-113, HUMA-160, HUMA-174, HUMA-186, SPAN-111, SPAN-120. Students may choose to complete any NVC GE Area C course to satisfy this requirement.

Addiction Studies: Certificate of Achievement

The Addiction Studies certificate program is designed for students pursuing employment as a Certified Alcohol and Other Drug (AOD) Counselor, also called Certified Addictions Treatment Counselors (CATC's), in the State of California. AOD Counselors help individuals deal with substance abuse and dependency issues. The program follows the standards for CCAPP which certifies educational programs. It incorporates the Addiction Counseling Competencies published by the US Department of Health and Human Services, Substance Abuse Treatment Administration (www.samhsa.gov (http://www.samhsa.gov)).

Program Learning Outcomes

1. Understand the composition, physical and cognitive effects, addictive factors, and symptoms of withdrawal and overdose of commonly abused substances.
2. Assess accurately persons using substances by identifying risk factors and behaviors to facilitate appropriate prevention, treatment, and referrals in the community.
3. Use evidence-based prevention and treatment strategies for clients and families from diverse socioeconomic and cultural backgrounds.
4. Identify ethical and legal requirements for professional development.

Degree Requirements

Code	Title	Units
Required Courses		
ADS-100	Law and Ethics	3
ADS-120	Introduction to Addiction Studies	3
ADS-123	Counseling Theories and Techniques	3
ADS-125	Personal and Professional Growth	3
ADS-127	Case Management in Addiction Studies	3
ADS-135	Pharmacology and the Physiological Effects of Addiction	3
ADS-193	Supervised Practicum for Addiction Studies 1	3.5
ADS-194	Supervised Practicum in Addiction Studies 2	3.5
HSRV-120	Introduction to Human Services	3
HSRV-124	Working With Diverse Populations	3
Total Units		31

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
HSRV-120	Introduction to Human Services	3
HSRV-124	Working With Diverse Populations	3
	Units	6
Spring		
ADS-100	Law and Ethics	3
ADS-120	Introduction to Addiction Studies	3
	Units	6
Second Year		
Fall		
ADS-123	Counseling Theories and Techniques	3
ADS-125	Personal and Professional Growth	3
ADS-193	Supervised Practicum for Addiction Studies 1	3.5
	Units	9.5
Spring		
ADS-127	Case Management in Addiction Studies	3
ADS-135	Pharmacology and the Physiological Effects of Addiction	3
ADS-194	Supervised Practicum in Addiction Studies 2	3.5
	Units	9.5
	Total Units	31

ADMINISTRATION OF JUSTICE

Department

The Administration of Justice Program provides quality instruction for transfer, degree, and occupational students. The courses reflect skills and knowledge that have been identified by our transfer institutions and local criminal justice employers as critical to student success in the classroom, in online courses, and in the communities where students will be employed.

Administration of Justice is a multi-disciplinary program that seeks to educate students on the many aspects of justice administration —from the human, social and moral problems to the larger scope of justice systems. Students can earn a associate of science degree and or prepare for transfer to a four-year college or university in order to earn a bachelor's degree or master's degree.

Career Opportunities

The Administration of Justice Degree and Certificate Programs prepare students for work in law enforcement, 9-1-1 dispatching, corrections, and other public and private jobs in the criminal justice system. Some of the most popular jobs including police officer, deputy sheriff, 9-1-1 dispatcher, correctional officer, law enforcement supervisor, evidence technician, community service officer, corporate security.

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Degrees and Certificates

Degrees
- Administration of Justice (AS) (p. 77)
- Administration of Justice (AS-T) (p. 78)

Certificates
- Law Enforcement-Administration of Justice (Certificate of Achievement) (p. 79)

Courses
- Administration of Justice (ADMJ) (p. 225)

Administration of Justice: AS Degree

The Associate of Science Degree in Administration of Justice is a four-semester course of study. Students are required to complete 60 units to include: General Education, Administration of Justice core courses and Electives. Courses are available in a face-to-face, hybrid and online format.

Program Learning Outcomes

1. Demonstrate skills and knowledge that allow them to successfully complete academic work at a transfer institution.
2. Communicate effectively in their verbal and written presentations, using vocabulary, grammar, and technical skills appropriate for an Administration of Justice profession.
3. Demonstrate a knowledge of the criminal law and criminal procedure appropriate for an Administration of Justice major.
4. Demonstrate an understanding of the work ethic expectations of administration of justice professions.

Degree Requirements

Code	Title	Units
Required Core Courses (18 units)		
ADMJ-120	Introduction to the Criminal Justice System	3
ADMJ-121	Introduction to Criminal Law	3
ADMJ-122	Introduction to Criminal Procedures	3
ADMJ-123	Introduction to Community Policing	3
ADMJ-125	Introduction to Evidence	3
ADMJ-190	Administration of Justice Internship 1	3
Required Electives (3 units)		
Complete one of the following courses:		3
ADMJ-124	Introduction to Investigation	
ADMJ-130	Introduction to Juvenile Procedures	
Total Units		21

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Administration of Justice: AS-T Degree

The AS-T in the Administration of Justice is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to the Criminal Justice and Criminology major. This priority does not guarantee admission to specific majors or campuses. Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester units.

Program Learning Outcomes

1. Demonstrate skills and knowledge that allow them to successfully complete academic work at a transfer institution.
2. Communicate effectively in their verbal and written presentations, using vocabulary, grammar, and technical skills appropriate for an Administration of Justice profession.
3. Demonstrate a knowledge of the criminal law and criminal procedure appropriate for an Administration of Justice major.

Degree Requirements

Code	Title	Units
Required Core Courses (6 units)		
ADMJ-120	Introduction to the Criminal Justice System	3
ADMJ-121	Introduction to Criminal Law	3
Required Electives: List A (6 units)		
Choose any two of the following courses. Courses chosen to satisfy this requirement cannot be used to also satisfy List B.		6
ADMJ-122	Introduction to Criminal Procedures	
ADMJ-123	Introduction to Community Policing	
ADMJ-124	Introduction to Investigation	
ADMJ-125	Introduction to Evidence	
ADMJ-130	Introduction to Juvenile Procedures	
Required Electives: List B (6 units)		
Choose any two of the following courses. Courses chosen to satisfy this requirement cannot be used to also satisfy List A.		6
ADMJ-122	Introduction to Criminal Procedures	
ADMJ-123	Introduction to Community Policing	
ADMJ-124	Introduction to Investigation	
ADMJ-125	Introduction to Evidence	
ADMJ-130	Introduction to Juvenile Procedures	
ADMJ-190	Administration of Justice Internship 1	
ADMJ-191	Administration of Justice Internship 2	
MATH-232	Statistics	
PSYC-120	General Psychology	
SOCI-120	Introduction to Sociology	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Law Enforcement-Administration of Justice: Certificate of Achievement

The Law Enforcement Certificate provides students with a concentrated program of study in the Criminal Justice system. This certificate does not meet the California Commission on Peace Officer Standards and Training (P.O.S.T.) requirements related to the Basic Police Academy.

Program Learning Outcomes

1. Communicate effectively verbally and in writing using vocabulary, grammar, and technical skills appropriate for an Administration of Justice professional.
2. Demonstrate knowledge of criminal law and criminal procedure appropriate for an Administration of Justice major.
3. Demonstrate an understanding of the work ethic expectations of Administration of Justice professional.

Certificate Requirements

Code	Title	Units
Required Courses		
ADMJ-120	Introduction to the Criminal Justice System	3
ADMJ-121	Introduction to Criminal Law	3
ADMJ-122	Introduction to Criminal Procedures	3
ADMJ-123	Introduction to Community Policing	3
ADMJ-124	Introduction to Investigation	3
ADMJ-125	Introduction to Evidence	3
ADMJ-190	Administration of Justice Internship 1	3
Total Units		21

ANTHROPOLOGY

Department

The Napa Valley College Anthropology Program provides students and the wider community with holistic, comparative knowledge about human biological and cultural diversity as derived from anthropological research. The Anthropology curriculum adopts the "four-field" pedagogical approach to introduce students to Biological Anthropology, Cultural Anthropology, Linguistic Anthropology, and Archaeology, as well as elective courses to help students refine their educational goals. As such, the AA-T degree in Anthropology offers a strong behavioral sciences foundation in theory and method, is applicable to many undergraduate programs, and prepares students for a broad range of public and private sector employment.

A central goal of the Anthropology Program is the *application* of knowledge to solve human problems on both local and global scales of influence. To this end, students are expected to leave the program with an intellectual toolkit for exploring the environmental, biological, and cultural dimensions of human change using a solutions-oriented mindset. Anthropology faculty are committed to creating safe academic and professional environments that are engaging, challenging, inclusive spaces that inspire respectful dialogue and welcome diverse ideas in pursuit of these goals.

Career Opportunities

Anthropologists are employed in a number of different government agencies, private businesses, community organizations, museums, service organizations, and technology and media sectors. Many work for agencies such as the Centers for Disease Control, the World Health Organization, and the World Bank. More than half of all anthropologists do work that evaluates policies, develops educational programs, or provides health services. You will find anthropologists addressing consequences of natural disasters, equitable access to resources, social justice, and human rights. Anthropologists also contribute significantly to interdisciplinary career fields such as forensic science, human factors and design, ergonomics and engineering, international studies, and ethnic and gender studies.

There are hundreds of career and educational options for anthropology majors. The careers below represent only a portion of the opportunities available with a degree in anthropology: Educator; Researcher; Administrator; Forensic Scientist; Primatologist; Archaeologist; Cultural Anthropologist; Community Organizer; International Business; Medical Research; Park Ranger; Public Health Administration; Disaster Relief; Genetic Counseling; Social Services Employment; Non-Profit Administration; Political Scientist; Government Employment; Linguist; Program Evaluator; Ethnobotanist; Museum/Gallery Curator; Lawyer; Research Manager; Resource Development Professional; Diplomat; Historian/Genealogist; Cultural Resource Manager; Documentary Filmmaker.

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Degrees and Courses

Degrees
- Anthropology (AA-T) (p. 81)

Courses
- Anthropology (ANTH) (p. 227)

Anthropology: AA-T Degree

The mission of the Napa Valley College Anthropology Department is to provide students and the wider community with holistic, comparative knowledge about human biological and cultural diversity as derived from scientific and humanistic anthropological research. The Anthropology curriculum provides a strong behavioral sciences foundation applicable to many undergraduate programs, and prepares students for a broad range of public and private sector employment.

Program Learning Outcomes

1. Students will be able to understand and apply cultural relativism; they will be able to convey an understanding of multiple cultural perspectives.
2. Students will demonstrate a core knowledge base in anthropology appreciating and reflecting on human diversity in the past and present.
3. Students will integrate their knowledge of anthropological concepts and methods to creatively and ethically define, interrogate, and solve real-world multi-scalar human problems.
4. Students will be able to articulate key concepts, evidence, and watershed moments in the history of human evolution and demonstrate knowledge, skills and abilities toward that end.
5. Students will be able to critically assess the important roles that the past and the present play in informing current anthropological research.
6. Students will apply intersectional/equity-based approaches to understanding social change, including how such approaches affect the implications and possibilities of anthropological research.

Degree Requirements

Code	Title	Units
Required Courses (10 units)		
ANTH-120	Biological Anthropology	4
ANTH-121	Introduction to Cultural Anthropology	3
ANTH-130	Introduction to Archaeology	3
Required Electives: List A (3 units)		
Complete one of the following courses:		3
ANTH-200	Linguistic Anthropology	
MATH-232	Statistics	
Required Electives: List B (3-5 units)		
Select one or two courses from the following **or** any course from List A not already used:		3-5
PSYC-220	Research Methods in Psychology	
SOCI-190	Introduction to Social Research	
BIOL-218	Human Anatomy	
GEOL-110 & GEOL-111	Physical Geology and Physical Geology Laboratory	
EART-110	Earth Science	
Restricted Electives: List C (3 units)		
Select one course from the following **or** any course from List A or B not already used:		3-4
ANTH-122	Magic, Witchcraft, and Religion	
ANTH-131	Mesoamerican Archaeology	
ANTH-145	Medical Anthropology	
ANTH-150	Anthropology of Sex, Gender and Sexuality	
ANTH-180	The Anthropology of Childhood	
ANTH-201	Field Studies in Anthropology	
HIST-150	History of American Women 1600-1900	
HIST-152	History of American Women Since 1900	
HUMA-112	Introduction to Africana Studies	
HUMA-125	Introduction to Latin American Studies	
HUMA-151	Women's Ethnic Heritage	
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	
PSYC-128	Cross-Cultural Psychology	
SOCI-120	Introduction to Sociology	
SOCI-122	Social Problems	
SOCI-140	Sociology of Sex and Gender	
SOCI-150	Sociology of Race & Ethnicity	
SPCOM-126	Intercultural Communication	
Total Units		19-22

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

ART HISTORY

Department

Ours is a visual culture. We are bombarded daily by hundreds of images, most of which we glance at for only a moment. Art History asks us to look at images in a different way: deliberately and with care. Whether a Renaissance sculpture by Michelangelo or a Chinese landscape of the Song Dynasty, works of art help us understand how color, line, form and space convey meaning to particular audiences. This dialogue between art and audience and the strategies for making meaning, we can see in contemporary images and design, from advertisements to infographics.

Art History at Napa Valley College provides students a range of courses, covering earliest image-making to contemporary art practice, photography to graphic design. Surveys include art and architecture of Europe, Asia, and Africa/Oceania/Native North America.

Career Opportunities

Museum/Gallery Curator, Archivist, Museum Technician, Conservator.

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Degrees and Courses

Degrees

- Art History (AA) (p. 83)
- Art History (AA-T) (p. 84)

Courses

- Art History (ARTH) (p. 228)

Art History: AA Degree

This degree provides students a strong foundation in European and non-European visual culture, from pre-history to the contemporary period. Upon successful completion students will be able to pursue a baccalaureate degree at a public or private university. Advanced degrees in Art History prepare students for jobs in museums, galleries, auction houses, or teaching and research at colleges and universities. To fulfill the requirements for this degree, students will complete the required and elective courses as outlined below and work with a counselor to determine the appropriate pattern of general education courses.

Career Opportunities

Museums/Galleries--Curators, Collections Management, Exhibition Design, Events Planning, Image Rights and Reproduction Education--Primary and Secondary Teaching, College/University teaching, Visual Resources Curating Art Sales-Antiques dealing and appraisal, Art authentication, Gallery Sales Business--Corporate Collection-Management, Market Research, Product Development, Website Development Travel and Tourism--Tour Guide/cultural ambassadors for domestic and foreign cities, tour guides for Cruises, Resorts, Hotels

Program Learning Outcomes

1. Recognize works of art and architecture from diverse historic periods and geographic areas.
2. Employ both observational skills and deductive reasoning to understand art and architecture as forms operating within a specific historical, political, philosophical, or religious context.
3. Through written and oral communication, discern the ways in which specific works of art and architecture relate to one another (comparison/contrast) and to other forms of visual culture.

Degree Requirements

Code	Title	Units
Required Core Courses (9 units)		
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
ARTH-130	History of Asian Art	3
or ARTH-135	Arts of Africa, Oceania, and Native North America	
Required Electives (9 units)		
Complete 3 courses from the following:		9
ARTH-110	History of Graphic Design	
ARTH-118	Survey of Modern Art	
ARTH-130	History of Asian Art [1]	
ARTH-135	Arts of Africa, Oceania, and Native North America [1]	
ARTH-180	History of Photography	
or PHOT-180	History of Photography	
ARTS-101	2D Foundations	
ARTH-101		
HIST-122	World History 1	
HIST-123	World History 2	
Total Units		18

[1] If not already completed from required core courses.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Art History: AA-T Degree

This degree option provides a comprehensive foundation in art history in preparation for transfer in the field to a Baccalaureate program in the California State University system. To fulfill the requirements for this degree, students will complete required and elective lower division major preparation courses listed below and the appropriate general education pattern (CSU GE or IGETC). Additional NVC graduation requirements do not apply to this degree. Students must pass all courses in the area of emphasis with a minimum of "C" and maintain an overall minimum 2.0 GPA. Additionally, students pursuing this degree option must work with a counselor and faculty adviser to ensure appropriate elective course selection. The total for the Art History Major is 18 units.

Program Learning Outcomes

1. Recognize works of art and architecture from diverse historic periods and geographic areas.
2. Employ both observational skills and deductive reasoning to understand art and architecture as forms operating within a specific historical, political, philosophical, or religious context.
3. Through written and oral communication, discern the ways in which specific works of art and architecture relate to one another (comparison/contrast) and to other forms of visual culture.

Career Opportunities

Museums/Galleries--curators, collections management, exhibition design, events planning, image rights and reproduction Education--primary and secondary teaching, college/university teaching, visual resources curating Art Sales--antiques dealing and appraisal, art authentication, gallery sales Business--corporate collection and management, market research, product development, website development Travel and Tourism--tour guide/cultural ambassadors for domestic and foreign cities, tour guides for cruises, resorts, hotels.

Degree Requirements

Code	Title	Units
Required Courses (9 units)		
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
ARTS-110	Fundamentals of Drawing	3
Required Electives: List A (3 units)		
Complete 1 course from the following:		3
ARTH-130	History of Asian Art	
ARTH-135	Arts of Africa, Oceania, and Native North America	
Required Electives: List B (3 units)		
Complete 1 course from the following:		3
Any studio arts courses that transfers as CSU GE or		
ARTS-101	2D Foundations	
ARTS-102	3D Foundations	
ARTS-111	Figure Drawing	
ARTS-140	Beginning Ceramics: Hand-Building	
ARTS-150	Sculpture	
DART-120	Intro to Digital Art & Graphic Design	
PHOT-121	Beginning Darkroom Photography	
PHOT-150	Beginning Digital Photography	
Restricted Electives: List C (3 units)		
Complete 1 course from the following:		3
Any course from List A or B not already used, or		
ARTH-110	History of Graphic Design	
ARTH-118	Survey of Modern Art	
ARTH-180	History of Photography	
HIST-122	World History 1	
HIST-123	World History 2	
FILM-100	Survey and Appreciation of Film	
PHIL-120	Introduction to Philosophy 1	
PHIL-121	Introduction to Philosophy 2	
PHOT-180	History of Photography	
PHOT-181	Contemporary Issues in Photography	
PHOT-182	Photography in a Multicultural United States	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

ARTS

Department

The NVC Visual Arts program offers a comprehensive range of courses for both transfer/degree and lifelong learning students. Our studio art, art history and digital art courses teach students to develop practical and conceptual skills while honing their ability to think critically, creatively, and independently, all while preparing for a career or for transfer to a college, university or art school.

Career Opportunities

Artist – fine artist with commercial gallery representation, Educator (K-12, higher education, museum, non-profit organizations, private institutions), Curator, Gallerist, Exhibition Technician, Exhibition Designer, Sign Maker, Art Handler, Fabricator (for example, facades on movie sets or amusement parks), Registrar (tracks artworks in gallery or museum), Conservator (preserves and restores artworks, usually knows chemistry), User Experience/Visitor Services (visitors to physical and online places), Data/Information Designer, Public Relations, Media/Communications/ Marketing, Digital Designer (websites, apps, interactivity), Graphic Designer (publications, online, signage), Art Director, Creative Director, 2D and 3D Animator (storyboard artist, concept artist, character design, backgrounds and textures artist, model making, visual sequences), lighting, Visual Effects, Special Effects, Set Designer, Costume Designer, Fashion Designer, Textile Designer, Product Designer, Packaging Designer, Industrial Designer, Transportation Designer, Toy Designer, Illustrator, Interior Design, Landscape Designer, Event Designer/Stylist, Stylist, Advertising, Jewelry Maker, Graphic Novelist, Cartoonist, Scientific Illustrator, Sustainability Designer, Entertainment Designer, Environmental Designer, Photographer, Architecture, Art Historian.

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Degrees and Courses

Degrees

- Studio Arts (AA-T) (p. 86)
- Studio Arts-Ceramics (AA) (p. 87)
- Studio Arts-Painting and Drawing (AA) (p. 88)

Courses

- Arts (ARTS) (p. 228)

Studio Arts: AA-T Degree

This degree option provides a comprehensive foundation in the studio arts in preparation for transfer to Baccalaureate program in painting, drawings, ceramics, printmaking, sculpture, or other studio arts areas in the California State University system. To fulfill the requirements for this degree, students will complete required and elective lower division major preparation courses listed below and the appropriate general education pattern (CSU GE or IGETC). Additional NVC graduation requirements do not apply to this degree. Students must pass all courses in the area of emphasis with a minimum of "C" and maintain an overall minimum 2.0 GPA. Additionally, students pursuing this degree option must work with a counselor and faculty advisor to ensure appropriate elective course selections for their intended area of emphasis, e.g. Painting, Ceramics, Printmaking, etc.

Total Units in Area of Emphasis: 24 units (6 units double counted in CSU GE Area C-1.) Total Units in GE (CSU and IGETC): 42 units

Program Learning Outcomes

1. Critically analyze and assess diverse historical and contemporary works of art, architecture, and design.
2. Create art that engages and builds on historical and contemporary practices, theories, and materials.
3. Translate concepts and visual experience into images or tactile forms.
4. Present finished artwork for peer, professional or academic review.
5. Evaluate and critique artwork and receive criticism from others.
6. Express artistic concepts and intents in written and oral formats.
7. Safely handle and maintain materials, studio facilities, and equipment.

Degree Requirements

Code	Title	Units
Required Core Courses (12 units)		
ARTS-101	2D Foundations	3
ARTS-102	3D Foundations	3
ARTS-110	Fundamentals of Drawing	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
Required Electives: Art History (3 units)		
Complete one course from the following:		3
ARTH-105	History of Western Art: Prehistoric Through Medieval	
ARTH-130	History of Asian Art	
ARTH-135	Arts of Africa, Oceania, and Native North America	
Required Electives: Studio Arts (9 units)		
Complete three courses from the following:		9
Ceramics:		
ARTS-140	Beginning Ceramics: Hand-Building	
or ARTS-141	Beginning Ceramics: Throwing	
Painting:		
ARTS-120	Fundamentals of Painting	
Drawing:		
ARTS-111	Figure Drawing	
or ARTS-112	Creative Drawing	
Printmaking:		
ARTS-130	Introduction to Printmaking	
Sculpture:		
ARTS-150	Sculpture	
or ARTS-145	Clay Sculpture	
Digital Art:		
DART-120	Intro to Digital Art & Graphic Design	
Photography:		
PHOT-121	Beginning Darkroom Photography	
or PHOT-150	Beginning Digital Photography	
Color:		
ARTS-105	Color Theory	
Total Units		24

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Studio Arts-Ceramics: AA Degree

This degree option provides a comprehensive foundation in the 3-D arts and professional practices for students interested in participating in the local cultural community as studio artists, potters, gallery assistants, or in other arts-related positions through community or private arts organizations. This degree is not intended as preparation for transfer to a baccalaureate degree program.

Program Learning Outcomes

1. Critically analyze and assess diverse historical and contemporary works of art, architecture, and design.
2. Create art that engages and builds on historical and contemporary practices, theories, and materials.
3. Translate concepts and visual experience into images or tactile forms.
4. Present finished artwork for peer, professional or academic review.
5. Evaluate and critique artwork and receive criticism from others.
6. Express artistic concepts and intents in written and oral formats.

Degree Requirements

Code	Title	Units
Required Core Courses (15 units)		
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
ARTS-102	3D Foundations	3
ARTS-110	Fundamentals of Drawing	3
ARTS-140	Beginning Ceramics: Hand-Building	3
Required Electives (9 units)		
Select 9 units from 3 of the following categories:		9
Ceramic Technology and Materials:		
ARTS-244	Kiln Design	
ARTS-246	Raku-Fired Ceramics	
ARTS-247	Low-Fired Ceramics	
ARTS-248	Introduction to Glazes	
ARTS-249	Ceramic Surfaces: Wood Kiln-Salt Kiln	
Sculpture:		
ARTS-145	Clay Sculpture	
ARTS-150	Sculpture	
Advanced Studio Courses:		
ARTS-240	Intermediate Ceramics: Handbuilding	
ARTS-241	Intermediate Ceramics: Throwing	
ARTS-261	Ceramics Workshop	
Drawing:		
ARTS-111	Figure Drawing	
ARTS-112	Creative Drawing	
Art History:		
ARTH-130	History of Asian Art	
Total Units		24

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Studio Arts-Painting and Drawing: AA Degree

This degree option provides a comprehensive foundation in painting and drawing and professional practices for students interested in participating in the local cultural community as studio artists, painters, illustrators, gallery assistants, or in other arts-related positions through community or private arts organizations. This degree is not intended as preparation for transfer to a baccalaureate degree program.

Program Learning Outcomes

1. Critically analyze and assess diverse historical and contemporary works of art, architecture, and design.
2. Create art that engages and builds on historical and contemporary practices, theories, and materials.
3. Translate concepts and visual experience into images or tactile forms.
4. Present finished artwork for peer, professional or academic review.
5. Evaluate and critique artwork and receive criticism from others.
6. Express artistic concepts and intents in written and oral formats.

Degree Requirements

Code	Title	Units
Required Core Courses (15 units)		
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
ARTS-101	2D Foundations	3
ARTS-110	Fundamentals of Drawing	3
ARTS-120	Fundamentals of Painting	3
Required Electives (9 units)		
Select 9 units from 3 of the following categories:		9
Drawing:		
ARTS-111	Figure Drawing	
ARTS-112	Creative Drawing	
Printmaking:		
ARTS-130	Introduction to Printmaking	
Sculpture:		
ARTS-102	3D Foundations	
ARTS-145	Clay Sculpture	
ARTS-150	Sculpture	
Advanced Studio Courses:		
ARTS-220	Intermediate Painting	
ARTS-260	Studio Workshop	
Art History:		
ARTH-118	Survey of Modern Art	
ARTH-130	History of Asian Art	
Total Units		24

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education (p. 37) *pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

BIOLOGY

Department

The Biology Department offers courses for transfer students in biology, prerequisite courses for pre-health science students, and general education courses in life sciences. The department faculty and staff are dedicated to providing excellent instruction and academic support to meet the diverse needs of our students.

Students who wish to transfer to a four-year institution should contact the particular institution to determine their specific requirements. Most NVC Biology courses are UC and CSU transferrable. Students who wish to transfer to a four-year institution should contact the particular institution to determine their specific requirements.

Biology course credits earned at NVC can be applied toward an Associate in Science Degree (AS) in either Natural Science or Pre-Health Science.

Career Opportunities

Biology majors can be successful in many different careers! For a list of some possible career choices, visit the Learn How to Become (https://www.learnhowtobecome.org/science-technology-careers/biology/) website.

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Degrees and Courses

Degrees
- Natural Science (AS) (p. 90)
- Pre-Health Science (AS) (p. 91)

Courses
- Biology (BIOL) (p. 230)

Natural Science: AS Degree

The Associate in Science Degree in Natural Science is an interdisciplinary degree program that focuses on the scientific study of the natural world with an emphasis in either life science or physical science. The program comprises core courses in chemistry and biology or chemistry and physics, a college-level mathematics requirement, and additional elective courses in biology or physical sciences. To fulfill the requirements for this degree, students will complete the required courses and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Career Opportunities

This degree prepares students for a variety of entry-level positions in science, technology, and health care fields. It also provides essential courses that are prerequisites for more advanced study in biology, chemistry, and other natural science fields as well as pre-medical, pre-dental, and pre-veterinary preparation.

Program Learning Outcomes

1. Communicate chemical and physical processes at the molecular level and how they relate to the macroscopic environment. (Life Science and Physical Sciences emphasis).
2. Demonstrate a proficiency of knowledge in molecular biology and genetics. (Life Science emphasis).
3. Solve quantitative problems while demonstrating a thorough understanding of physical laws. (Physical Sciences emphasis).

Degree Requirements

The Natural Science: AS Degree has a Life Science Emphasis and a Physical Science Emphasis. Select one of the following options:

Option 1: Life Science Emphasis

Code	Title	Units
Required Core Courses (14-16 units)		
Chemistry- one course in general chemistry for science majors		
CHEM-120	General Chemistry 1	5
Biology- one course in general biology for science majors		
BIOL-120	General Biology	4
Mathematics- one course in calculus or two courses in pre-calculus		
MATH-120	Calculus I	5-7
or MATH-106 & MATH-108	College Algebra and Trigonometry	
Required Electives (4-5 units)		
Complete 4 units minimum of the following elective courses for a minimum of 18 units for the degree:		4-5
BIOL-218	Human Anatomy	
BIOL-219	Human Physiology	
BIOL-220	General Microbiology	
BIOL-240	General Zoology	
BIOL-241	General Botany	
CHEM-121	General Chemistry 2	
PHYS-120	General Physics 1	
PHYS-140	Physics for Scientists & Engineers 1	
Total Units		18-21

Option 2: Physical Sciences Emphasis

Code	Title	Units
Required Core Courses (14-16 units)		
Chemistry- one course in general chemistry for science majors		
CHEM-120	General Chemistry 1	5
Physics- one course in general physics or physics for science majors		
PHYS-120	General Physics 1	4
or PHYS-140	Physics for Scientists & Engineers 1	
Mathematics- one course in calculus or two courses in pre-calculus		
MATH-120	Calculus I	5-7
or MATH-106 & MATH-108	College Algebra and Trigonometry	
Required Electives (4-5 units)		
Complete 4 units minimum of the following elective courses for a minimum of 18 units for the degree:		4-5
CHEM-121	General Chemistry 2	
CHEM-240	Organic Chemistry 1	
CHEM-241	Organic Chemistry 2	
PHYS-121	General Physics 2	
PHYS-240	Physics for Scientists & Engineers 2	
PHYS-241	Physics for Scientists & Engineers 3	
BIOL-110	Survey of Biology	
BIOL-120	General Biology	
GEOL-110 & GEOL-111	Physical Geology and Physical Geology Laboratory	
Total Units		18-21

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Pre-Health Science: AS Degree

The Associate in Science Degree in Pre-health Science emphasizes courses that satisfy preliminary academic requirements of the core curriculum for health care professions. Required coursework for the degree includes integrated lecture and laboratory courses in biology and chemistry that are prerequisites for many health science and health occupations programs. To fulfill the requirements for this degree, students will complete the required courses and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Career Opportunities
The degree is intended to prepare students to apply to programs in nursing, respiratory care, radiography, sonography, physical therapy, and other health science professional programs.

Program Learning Outcomes

1. Demonstrate a fundamental understanding of the anatomy and physiology of the major organ systems in humans.
2. Describe chemical and physical processes at the molecular level and how they relate to the macroscopic environment.

Degree Requirements

Code	Title	Units
Required Core Courses (8-9 units)		
Complete 1 chemistry course and 1 biology course from the following:		
CHEM-110	Introduction to Chemistry	4-5
or CHEM-120	General Chemistry 1	
BIOL-105	Human Biology	4
or BIOL-120	General Biology	
Required Electives (10 units)		
Complete 2 of the following courses:		10
BIOL-218	Human Anatomy	
BIOL-219	Human Physiology	
BIOL-220	General Microbiology	
Total Units		18-19

Note:
Pre-nursing and pre-respiratory care students are advised to take all three 200-level biology courses (BIOL 218, 219 and 220) to complete the prerequisites for these programs. Other allied health programs may have different requirements. Students are advised to consult with the particular institutions and programs of interest to determine their specific requirements.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

BUSINESS AND ENTREPRENEURSHIP

Department

Be your own boss! If you have a business idea, we'll show you how to bring it to life. If you want to work for a prestigious company, we'll prepare you to get hired. This program will equip you with skills that ignite your career. You'll understand and exercise effective communication techniques, successful management styles, strategy formulation, and many other real-world business practices. You'll be thinking like executives do and quickly become an integral part of any company. Feel confident in launching your ultimate career with a Business Administration or Entrepreneurship degree or certificate. There's a recipe for success, let us teach it to you.

Career Opportunities

Account Manager, Executive Assistant, Human Resources Manager, Business Office Manager, Business Development Associate, General Manager.

Contact Information

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Program Coordinator
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Degrees and Courses

Degrees

- Business Administration (AS) (p. 93)
- Business Administration (AS-T) (p. 94)
- Entrepreneurship (AS) (p. 95)

Certificates

- Business-Entrepreneurship (Local Certificate) (p. 98)
- Content Marketing (Certificate of Achievement) (p. 96)
- Entrepreneurship (Certificate of Achievement) (p. 97)
- Marketing (Local Certificate) (p. 99)

Courses

- Business (BUSI) (p. 232)

Business Administration: AS Degree

The Business Administration Associate Degree is designed to provide students with a broad basis and foundational background in business. The degree focus on the practical skills necessary for students to work in a variety of positions in business. Employment opportunities include bookkeeper, sales, ad agency staffer, office manager, supervisor, banking and investment staffer, marketing department staff and real estate agent.

Program Learning Outcomes

1. Demonstrate oral, written, and critical thinking skills required to succeed in business.
2. Demonstrate professional and ethical behavior.
3. Apply knowledge of generally accepted accounting principles.
4. Demonstrate proficiency in the use of software applications to solve business problems.

Degree Requirements

Code	Title	Units
Required Courses		
ACCT-125	Financial Accounting	5
ACCT-126	Managerial Accounting	5
BUSI-100	Introduction to Business	3
BUSI-103	Legal Environment of Business	3
BUSI-105	Business Communication	3
BUSI-142	Principles of Management	3
BUSI-251	Marketing	3
BUSI-297	Personal Money Management	3
COMS-101 or COMS-110	Computer Information Systems Introduction to Computers	3
COMS-165	Microsoft Excel	3
ECON-100 or ECON-101	Principles of Macroeconomics Principles of Microeconomics	3
SPCOM-126	Intercultural Communication	3
Total Units		40

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
BUSI-100	Introduction to Business	3
BUSI-105	Business Communication	3
COMS-110 or COMS-101	Introduction to Computers or Computer Information Systems	3
NVC GE Area D1: English Composition		3-4
NVC GE Area B: Social and Behavioral Sciences		3
	Units	15-16
Spring		
BUSI-103	Legal Environment of Business	3
BUSI-251	Marketing	3
ECON-100 or ECON-101	Principles of Macroeconomics or Principles of Microeconomics	3
ACCT-125	Financial Accounting	5
NVC GE Area D2: Mathematics		3-5
	Units	17-19
Second Year		
Fall		
ACCT-126	Managerial Accounting	5
BUSI-142	Principles of Management	3
BUSI-297	Personal Money Management	3
NVC GE Area A: Natural Science		3-5
	Units	14-16
Spring		
COMS-165	Microsoft Excel	3
SPCOM-126	Intercultural Communication [1]	3
NVC GE Area C: Humanities		3-5
Graduation Requirement: Physical Education/Health		3
	Units	12-14
	Total Units	58-65

[1] SPCOM-126 double counts for NVC GE Area E: Multicultural/Gender Studies and NVC GE Area D3: Communication and Analytical Thinking.

Business Administration: AS-T Degree

The Associate of Science degree with a major in Business Administration acknowledges that the student has established a foundation of knowledge in the fields of business and management. This foundation can be used as a basis for further study towards a baccalaureate degree at a transfer institution. To fulfill the requirements for this degree, students will complete the required courses and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Career Opportunities

Be your own boss: If you have a business idea, we'll show you how to bring it to life. If you want to work for a prestigious company, we'll prepare you to get hired. This program will equip you with skills that ignite your career. You'll understand and exercise effective communication techniques, successful management styles, strategy formulation, and many other real-world business practices. You'll be thinking like executives do and quickly become an integral part of any company. Feel confident in launching your ultimate career with a Business Administration or Entrepreneurship degree or certificate. There's a recipe for success, let us teach it to you.

Program Learning Outcomes

1. Demonstrate oral, written, and critical thinking skills required to succeed in business.
2. Demonstrate professional and ethical behavior.
3. Apply knowledge of generally accepted accounting principles.
4. Demonstrate proficiency in the use of software applications to solve business problems.

Degree Requirements

Code	Title	Units
Required Core Courses (19 units)		
ACCT-125	Financial Accounting	5
ACCT-126	Managerial Accounting	5
ECON-100	Principles of Macroeconomics	3
ECON-101	Principles of Microeconomics	3
BUSI-103	Legal Environment of Business	3
Required Electives: List A (3-5 units)		
Complete one of the following courses:		3-5
MATH-115	Applied Calculus	
MATH-232	Statistics	
Required Electives: List B (6 units)		
Complete two of the following courses:		6
BUSI-100	Introduction to Business	
COMS-101	Computer Information Systems	
COMS-110	Introduction to Computers	
Total Units		28-30

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(*p. 41*) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(*p. 46*) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Entrepreneurship: AS Degree

The Associate in Science (A.S.) in Entrepreneurship degree provides students with the mindset, decision-making skills, and the confidence and relationships necessary to turn ideas into market-ready products, services, businesses or ventures. Stackable Entrepreneurship Certificates are embedded into the program. The entrepreneurship courses are designed to enable new and existing entrepreneurs to successfully launch a new business or sustain and grow an existing business.

Career Opportunities

According to the Centers of Excellence (COE) "Environmental Scan: Entrepreneurship & Small Business Ownership in California" report, "both entrepreneurship and small business ownership are key contributors to California's economic development and job growth" (March 2013, p. 4). The report indicated that "California is 5th in the nation for entrepreneurial growth and 2nd for overall entrepreneurial activity. Across the 14 regions of California, there are more than 283,000 entrepreneurial businesses employing nearly 850,000 individuals" (p. 4). California community colleges, therefore, play an important role in educational and training opportunities to support entrepreneurship and/or small business jobs." (p. 31). According to the Centers of Excellence, (COE) the top small business sectors in the North Bay Region (Marin, Napa, Sonoma, and Solano Counties) include Professional, Technical & Scientific Services; Personal and Laundry Services; Specialty Trade Contractors' Repair & Maintenance; and Administrative & Support Services. The "small business sector dominates the Napa economy" (WIB, p. 29). Small businesses with fewer than 100 employees account for "98% of all firms and 64% of private sector employment" (WIB, p. 29). When self-employed numbers are factored into the equation in Napa County, the small business sector is even more significant. Over 10,000 individuals are self-employed in Napa County, making self-employment one of the three largest employment sectors. The self-employed are primarily in professional and technical services, real estate, personal services, business support, and health care. . . more than half of the self-employment (53%) is in four industry sectors: Professional Services (21%), Personal Services (14%), Business Support Services (9%), and Real Estate (9%). (WIB, p. 30)

Program Learning Outcomes

1. Demonstrate oral, written, and critical thinking skills required to succeed in business.
2. Demonstrate professional and ethical behavior.
3. Develop a business plan.

Degree Requirements

Code	Title	Units
Required Core Courses		
ACCT-120	Introduction to Accounting	3
ACCT-127	Computer Accounting	3
BUSI-100	Introduction to Business	3
BUSI-101	Business Planning I	3
BUSI-102	Business Planning II	3
BUSI-103	Legal Environment of Business	3
BUSI-105	Business Communication	3
BUSI-142	Principles of Management	3
BUSI-144	Introduction to Entrepreneurship	3
BUSI-251	Marketing	3
BUSI-297	Personal Money Management	3
COMS-101	Computer Information Systems	3
or COMS-110	Introduction to Computers	
COMS-165	Microsoft Excel	3
ECON-100	Principles of Macroeconomics	3
or ECON-101	Principles of Microeconomics	
SPCOM-126	Intercultural Communication	3
Total Units		45

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
ACCT-120	Introduction to Accounting	3
BUSI-100	Introduction to Business	3
BUSI-101	Business Planning I	3
COMS-101 or COMS-110	Computer Information Systems or Introduction to Computers	3
NVC GE Area D1: English Composition		3-4
	Units	15-16
Spring		
BUSI-144	Introduction to Entrepreneurship	3
BUSI-297	Personal Money Management	3
ECON-100 or ECON-101	Principles of Macroeconomics or Principles of Microeconomics	3
NVC GE Area D2: Mathematics		3-5
Graduation Requirement: Physical Education/Health		3
	Units	15-17
Second Year		
Fall		
ACCT-127	Computer Accounting	3
BUSI-102	Business Planning II	3
BUSI-142	Principles of Management	3
NVC GE Area A: Natural Science		3-5
NVC GE Area C: Humanities		3
	Units	15-17
Spring		
BUSI-103	Legal Environment of Business	3
BUSI-105	Business Communication	3
BUSI-251	Marketing	3
SPCOM-126	Intercultural Communication	3
NVC GE Area D3: Communication and Analytical Thinking		3-5
	Units	15-17
	Total Units	60-67

Content Marketing: Certificate of Achievement

This certificate prepares individuals for marketing coordinator positions utilizing industry content as the basis of a business marketing strategy.

Career Opportunities
Content Marketer

Program Learning Outcomes
1. Demonstrate oral, written, and critical thinking skills required to succeed in business.

Certificate Requirements

Code	Title	Units
Required Courses (16.5 units)		
BUSI-251	Marketing	3
BUSI-252	Introduction to Social Media	1
COMS-287	Microsoft Publisher	1
COMS-288	Microsoft PowerPoint	1.5
DART-120	Intro to Digital Art & Graphic Design	3
ENGL-120	College Compositon and Research	4
ENGL-200	Introduction to Creative Writing 1	3
Total Units		16.5

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
BUSI-251	Marketing	3
COMS-287	Microsoft Publisher	1
COMS-288	Microsoft PowerPoint	1.5
ENGL-120	College Compositon and Research	4
	Units	9.5
Spring		
BUSI-252	Introduction to Social Media	1
DART-120	Intro to Digital Art & Graphic Design	3
ENGL-200	Introduction to Creative Writing 1	3
	Units	7
	Total Units	16.5

Entrepreneurship: Certificate of Achievement

This Entrepreneurship Certificate will consist of a minimum of 12 units and is expected to be offered with many of Napa Valley College's degree programs. The certificate will include two entrepreneurial courses that will be combined with classes from a degree program. For example, the college has several Viticulture and Winery Technology Certificates and Degrees. Students with a Viticulture Degree could add our two entrepreneurial classes and be ready to start their own vineyard or winery. So our Entrepreneurial Certificate would require our two entrepreneurial classes and two of the viticulture degree classes for a minimum of 12 units. Similar combinations of classes would be set up with our Business, Hospitality, Health Occupations, Digital Design and other degree programs.

Program Learning Outcomes

1. Develop a business plan.

Certificate Requirements

Code	Title	Units
Required Core Courses (6 units)		
BUSI-101	Business Planning I	3
BUSI-102	Business Planning II	3
Required Electives (6-8 units)		
Select 2 courses from one of the following areas:		6-8
Management and Business		
BUSI-100	Introduction to Business	
BUSI-142	Principles of Management	
Business & Commerce		
ACCT-125	Financial Accounting	
ECON-101	Principles of Microeconomics	
General Viticulture		
VWT-130	General Viticulture	
VWT-232	Vineyard Management	
Fundamentals of Enology		
VWT-180	Fundamentals of Enology	
VWT-271	Winery Management	
Wine Marketing/Sales		
VWT-241	Wine Marketing	
VWT-136	Wines of the World	
or VWT-137	Wines of California	
or VWT-173	Sensory Evaluation of Wine	
Hospitality		
HCTM-120	Introduction to Hospitality Management	
HCTM-124	Hospitality Law	
BUSI-251	Marketing	
Digital Arts		
DART-120	Intro to Digital Art & Graphic Design	
DART-130	Introduction to Digital Imaging	
Total Units		12-14

Business-Entrepreneurship: Local Certificate

If you have a business idea but aren't sure how to implement it, this Entrepreneur Certificate is for you! This program will guide you through creating a feasibility study and solid business planning. By the time you complete the program, you'll have a business plan and be ready to seek financing and start your business.

Career Opportunities

Entrepreneur- Freelancer or Independent Contractor.

Program Learning Outcomes

1. Conduct a Feasibility study Create a Business Plan .
2. Students will conduct a feasibility plan & create a business plan by the end of the two courses.

Certificate Requirements

Code	Title	Units
Required Courses		
BUSI-101	Business Planning I	3
BUSI-102	Business Planning II	3
Total Units		6

Marketing: Local Certificate

This is an entry level marketing certificate for individuals interested in assisting in a marketing department.

Program Learning Outcomes

1. Demonstrate oral, written, and critical thinking skills required to succeed in business.

Certificate Requirements

Code	Title	Units
Required Courses (9.5 units)		
BUSI-251	Marketing	3
ENGL-120	College Compositon and Research	4
COMS-287	Microsoft Publisher	1
COMS-288	Microsoft PowerPoint	1.5
Total Units		9.5

CHILD AND FAMILY STUDIES AND EDUCATION

Department

The Napa Valley College Child and Family Studies Program prepares students to work as teachers with young children in public and private programs. The Child and Family Studies Program may also serve as a beginning for students planning to attend a four-year college to obtain a Bachelor's degree in Early Childhood Education. Upon completion of the A.S. Degree in Child and Family Studies at Napa Valley College, the student is eligible for the California Child Development Teacher Permit available through the California Commission on Teacher Credentialing.

The program integrates theory, research and practice from various disciplines—among others: psychology, anthropology, humanities, and behavioral science—through interdisciplinary courses and practicum exercises. Students develop a thorough understanding of family systems and the varied socio-cultural contexts in which children and families live and grow.

Career Opportunities

Students pursuing a career in Child and Family Studies and/or Education may:

- apply for their Child Development Permit through the California Commission on Teacher Credentialing
- apply for transfer to a 4 year institution
- apply for positions working with children and families
- continue their education and work toward a K-12 teaching credential

Contact Information

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Degrees and Certificates

Degrees

- Child and Family Studies (AS) (p. 101)
- Early Childhood Education (AS-T) (p. 103)
- Elementary Teacher Education (AA-T) (p. 104)

Certificates

- Child and Family Studies-Assistant (Local Certificate) (p. 105)
- Child and Family Studies-Associate Teacher (Certificate of Achievement) (p. 106)
- Child and Family Studies-Associate Teacher with Administration (Certificate of Achievement) (p. 107)
- Child and Family Studies (Certificate of Achievement) (p. 108)
- Early Childhood Intervention (Certificate of Achievement) (p. 110)
- Child and Family Studies-Master Teacher Specialization (Local Certificate) (p. 109)
- Specialization in Administration and Mentoring (Skills Certificate) (p. 111)

Courses

- Child and Family Studies (CFS) (p. 233)
- Education (EDUC) (p. 243)

Child and Family Studies: AS Degree

The Napa Valley College Child and Family Studies Program prepares students to work as teachers with young children in public and private early care and education programs. The Child and Family Studies Program may also serve as a beginning for students planning to attend a four year college to obtain a Bachelors degree in Early Childhood Education. Upon completion of the A.S. Degree in Child and Family Studies at Napa Valley College, the student is eligible for the California Child Development Teacher Permit available through the California Commission on Teacher Credentialing.

Program Learning Outcomes

1. Communicate with empathy to develop nurturing relationships with children parents and co-workers as well as support the parent-child relationship.
2. Integrate concepts and components of developmentally appropriate practices into the daily curriculum to engage children at their level of understanding and ability.
3. Observe and record children's behavior to be able to integrate the information gathered into daily curriculum that advocates gender, equity and diversity and meets biosocial, cognitive and psychosocial needs.
4. Know, pursue, and implement brain development research and theory in teaching.

Degree Requirements

Code	Title	Units
Required Core Courses (42 units)		
CFS-120	Child Development [1]	3
CFS-121	Health, Safety & Nutrition	3
CFS-122	Principles & Practices of Teaching Young Children	3
CFS-123	Observation & Assessment [1]	4
CFS-130	The Creative Process in Young Children	3
CFS-135	The Cognitive Development of Young Children [1]	3
CFS-140	The Child, Family and Community [1]	3
CFS-145	Language Development & Early Literacy [1]	3
CFS-150	Infant/Toddler Development & Education	3
CFS-165	Curriculum and Environments in Early Childhood Programs	3
CFS-184	Teaching Children in a Diverse Society	3
CFS-196	Music and Movement in Early Childhood [1]	3
CFS-223	Student Teaching - Practicum	5
Required Electives (6 units)		
Complete six units from the following:		6
CFS-151	Care and Education for Infants and Toddlers	
CFS-155	Sensitive Issues in Early Childhood	
CFS-160	Parenting	
CFS-161	Working With Families	
CFS-170	Studying the Reggio Emilia Approach	
CFS-175	Meeting the Developmental Needs of the School-Aged Child	
CFS-180	The Anthropology of Childhood	
CFS-250	Adult Supervision and Mentoring in Early Care and Education	
CFS-270	Admin & Supervision of Early Childhood Programs 1	
CFS-271	Supervision & Admininistration of Early Childhood Programs II	
EDUC-100	Teaching as a Profession	
Total Units		48

Notes

1. Certificate Program: Students are eligible for the CFS Certificate after completion of the following required courses with "C" or better: CFS-120, CFS-121, CFS-122, CFS-123, CFS-130, CFS-135, CFS-140, CFS-145, CFS-150, CFS-165, CFS-184, CFS-196, CFS-223 and two CFS/EDUC/LGBT electives.
2. A.S. Degree Program: All courses as listed. All courses in the major must be completed with a grade of "C" or better. Consultation with the Program Coordinator is required.
3. Specializations: The Child and Family Studies Program offers four (4) specializations for the Master Teacher level of the Child Development Permit: Creativity (CFS-130 and CFS-170), Diversity (CFS-180 and CFS-184), Infant and Toddler (CFS-150 and CFS-151), and Working with Families (CFS-160 and CFS-161).
4. Transfer to a baccalaureate degree granting institution: Consult the catalog of the college or university of your choice and a Napa Valley College counselor for specific requirements.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

1 Meets General Education requirement. CFS-140 also satisfies the Multicultural/Gender Studies requirement.

2 3 units of Physical Education or Health is required to earn an Associate's Degree.

3 CFS electives:CFS-125, CFS-151, CFS-155, CFS-160, CFS-161, CFS-170, CFS-175, CFS-180,CFS-190, CFS-250, CFS-270, CFS-271; EDUC electives: EDUC-100; LGBT electives LGBT-120, LGBT-121,LGBT-122,LGBT-123,LGBT-190,

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
CFS-120	Child Development [1]	3
CFS-122	Principles & Practices of Teaching Young Children	3
CFS-140	The Child, Family and Community [1]	3
NVC GE Area D1: English Composition		3-4
Graduation Requirement: Physical Education/Health [2]		3
	Units	15-16
Spring		
CFS-121	Health, Safety & Nutrition	3

CFS-123	Observation & Assessment	4
CFS-165	Curriculum and Environments in Early Childhood Programs	3
NVC GE Area D2: Mathematics		3-5
	Units	13-15
Second Year		
Fall		
CFS-130	The Creative Process in Young Children	3
CFS-150	Infant/Toddler Development & Education	3
CFS/EDUC/LGBT Elective [3]		3
CFS-184	Teaching Children in a Diverse Society	3
CFS-196	Music and Movement in Early Childhood	3
	Units	15
Spring		
CFS-135	The Cognitive Development of Young Children	3
CFS-145	Language Development & Early Literacy	3
CFS/EDUC Elective [3]		3
CFS-223	Student Teaching - Practicum	5
NVC GE Area A: Natural Science		3-5
	Units	17-19
	Total Units	60-65

1 Meets General Education requirement. CFS-140 also satisfies the Multicultural/Gender Studies requirement.

2 3 units of Physical Education or Health is required to earn an Associate's Degree.

3 CFS electives:CFS-125, CFS-151, CFS-155, CFS-160, CFS-161, CFS-170, CFS-175, CFS-180,CFS-190, CFS-250, CFS-270, CFS-271; EDUC electives: EDUC-100; LGBT electives LGBT-120, LGBT-121,LGBT-122,LGBT-123,LGBT-190,

Early Childhood Education: AS-T Degree

The AS-T in Early Childhood Education is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to the Early Childhood Education major. This priority does not guarantee admission to specific majors or campuses. Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester units.

Program Learning Outcomes

1. Communicate with empathy to develop nurturing relationships with children parents and co-workers as well as support the parent-child relationship.
2. Integrate concepts and components of developmentally appropriate practices into the daily curriculum to engage children at their level of understanding and ability.
3. Observe and record children's behavior to be able to integrate the information gathered into daily curriculum that advocates gender, equity and diversity and meets biosocial, cognitive and psychosocial needs.
4. Know, pursue, and implement brain development research and theory in teaching.

Degree Requirements

Code	Title	Units
Required Courses		
CFS-120	Child Development	3
CFS-121	Health, Safety & Nutrition	3
CFS-122	Principles & Practices of Teaching Young Children	3
CFS-123	Observation & Assessment	4
CFS-140	The Child, Family and Community	3
CFS-165	Curriculum and Environments in Early Childhood Programs	3
CFS-184	Teaching Children in a Diverse Society	3
CFS-223	Student Teaching - Practicum	5
Total Units		27

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Elementary Teacher Education: AA-T

This program is designed for students interested in a career as an Elementary School Teacher. It is designed to meet the introductory content area subject matter requirements for teaching at the elementary school level and for transfer to a California State University.

Career Opportunities

Elementary Teacher with the completion of a BA/BS and a credential program.

Program Learning Outcomes

1. Identify and explain the critical issues that impact the educational system.
2. Analyze and think critically about the teacher's comprehensive role in elementary education.

Degree Requirements

Code	Title	Units
Required Core Courses (43 units)		
BIOL-110	Survey of Biology	4
CFS-120	Child Development	3
CHEM-110	Introduction to Chemistry	4
or PHYS-111 & PHYS-110	Descriptive Physics Laboratory and Descriptive Physics	
EDUC-100	Teaching as a Profession	3
EART-110	Earth Science	4
ENGL-120	College Compositon and Research	4
ENGL-121	Advanced Composition and Literary Analysis	3
GEOG-101	World Regional Geography	3
HIST-120	United States History 1	3
HIST-122	World History 1	3
MATH-130	Mathematical Concepts for Elementary School Teachers-Number Systems	3
POLI-120	Introduction to the Principles Of American Government	3
SPCOM-122	Public Speaking	3
Required Electives: List A (3-4 units)		
Complete one course from the following:		3-4
ENGL-123	Advanced Composition and Critical Thinking About Literature	
ENGL-125	Advanced Composition & Critical Thinking	
Required Electives: List B (3 units)		
Complete one course from the following:		3
THEA-110	Acting I	
ARTS-100	Foundations of Studio Arts	
Required Electives: List C		
Additional Units:		3
CFS-145	Language Development & Early Literacy	
SPCOM-126	Intercultural Communication	
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	
Total Units		52-53

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Child and Family Studies-Assistant: Local Certificate

The Assistant Certificate is designed as an entry level certificate for the field. This certificate is the first step toward becoming teacher qualified for early care and education settings per the Title 22 and Title 5 regulations. In addition, this certificate contains the courses required for the Child Development Assistant Permit through the California Commission on Teacher Credentialing.

Program Learning Outcomes

1. Assess how socializing agents and culture impact the lives of children and families.
2. Identify key developmental milestones and theories.

Certificate Requirements

Code	Title	Units
Required Courses (6 units)		
CFS-120	Child Development	3
CFS-140	The Child, Family and Community	3
Total Units		6

Child and Family Studies-Associate Teacher: Certificate of Achievement

The Associate Teacher Certificate is the second level certificate offered by the program. Completion of this certificate when combined with experience qualifies individuals working in a licensed early care and education program to be entry level teachers per the Title 22 regulations. In addition, this certificate contains the courses required for the Child Development Associate Teacher Permit through the California Commission on Teacher Credentialing.

Program Learning Outcomes

1. Communicate with empathy to develop nurturing relationships with children parents and co-workers as well as support the parent-child relationship.
2. Integrate concepts and components of developmentally appropriate practices into the daily curriculum to engage children at their level of understanding and ability.
3. Observe and record children's behavior to be able to integrate the information gathered into daily curriculum that advocates gender, equity and diversity and meets biosocial, cognitive and psychosocial needs.
4. Know, pursue, and implement brain development research and theory in teaching

Certificate Requirements

Code	Title	Units
Required Courses (13 units)		
CFS-120	Child Development	3
CFS-122	Principles & Practices of Teaching Young Children	3
CFS-123	Observation & Assessment	4
CFS-140	The Child, Family and Community	3
Total Units		13

Child and Family Studies-Associate Teacher with Administration: Certificate of Achievement

The Associate Teacher with Administration Certificate is designed to prepare individuals to be directors of licensed early care and education programs. Completion of this certificate when combined with experience qualifies individuals working in a licensed early care and education program to be an entry level Director of a facility per the Title 22 regulations.

Program Learning Outcomes

1. Communicate with empathy to develop nurturing relationships with children parents and co-workers as well as support the parent-child relationship.
2. Integrate concepts and components of developmentally appropriate practices into the daily curriculum to engage children at their level of understanding and ability.
3. Observe and record children's behavior to be able to integrate the information gathered into daily curriculum that advocates gender, equity and diversity and meets biosocial, cognitive and psychosocial needs.
4. Know, pursue, and implement brain development research and theory in teaching.
5. Identify applicable regulations to early care and education.

Certificate Requirements

Code	Title	Units
Required Courses (16 units)		
CFS-120	Child Development	3
CFS-122	Principles & Practices of Teaching Young Children	3
CFS-123	Observation & Assessment	4
CFS-140	The Child, Family and Community	3
CFS-270	Admin & Supervision of Early Childhood Programs 1	3
Total Units		16

Child and Family Studies: Certificate of Achievement

Program Learning Outcomes

1. Communicate with empathy to develop nurturing relationships with children parents and co-workers as well as support the parent-child relationship.
2. Integrate concepts and components of developmentally appropriate practices into the daily curriculum to engage children at their level of understanding and ability.
3. Observe and record children's behavior to be able to integrate the information gathered into daily curriculum that advocates gender, equity and diversity and meets biosocial, cognitive and psychosocial needs
4. Know, pursue, and implement brain development research and theory in teaching.

Certificate Requirements

Code	Title	Units
Required Courses (42 units)		
CFS-120	Child Development [1]	3
CFS-121	Health, Safety & Nutrition	3
CFS-122	Principles & Practices of Teaching Young Children	3
CFS-123	Observation & Assessment [1]	4
CFS-130	The Creative Process in Young Children	3
CFS-135	The Cognitive Development of Young Children [1]	3
CFS-140	The Child, Family and Community [1]	3
CFS-145	Language Development & Early Literacy [1]	3
CFS-150	Infant/Toddler Development & Education	3
CFS-165	Curriculum and Environments in Early Childhood Programs	3
CFS-184	Teaching Children in a Diverse Society	3
CFS-196	Music and Movement in Early Childhood [1]	3
CFS-223	Student Teaching - Practicum	5
Required Electives (6 units)		
Select 2 courses from the following:		6
CFS-125	Using Simple Signs With Children in the Early Childhood Setting	
CFS-151	Care and Education for Infants and Toddlers	
CFS-155	Sensitive Issues in Early Childhood	
CFS-160	Parenting	
CFS-161	Working With Families	
CFS-170	Studying the Reggio Emilia Approach	
CFS-175	Meeting the Developmental Needs of the School-Aged Child	
CFS-180	The Anthropology of Childhood	
CFS-190	Children with Special Needs	
CFS-200	Early Intervention Strategies	
CFS-225	Fieldwork in Early Intervention	
CFS-250	Adult Supervision and Mentoring in Early Care and Education	
CFS-270	Admin & Supervision of Early Childhood Programs 1	
CFS-271	Supervision & Admininistration of Early Childhood Programs II	
EDUC-100	Teaching as a Profession	
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	
LGBT-121	LGBT Communities, Family & Education in the 21st Century	
LGBT-122	Transgender Identities and Issues	
LGBT-123	AIDS in the LGBT Community and Beyond	
LGBT-190	LGBT Internship	
Total Units		48

[1] Meets General Education requirement. CFS-140 also satisfies the Multicultural/Gender Studies requirement.

Child and Family Studies-Master Teacher Specialization: Local Certificate

Four (4) Specialization Certificates are offered to meet the specialization requirement for the Master Teacher Permit. Four (4) Specialization Certificates are offered to meet the specialization requirement for the Master Teacher Permit. Students choose one (1) of the four (4), six unit course combinations:

Program Learning Outcomes

1. Infant-Toddler Specialization: Ability to articulate the main developmental needs of infants and toddlers, and identify appropriate curriculum and environmental aspects.
2. Creativity Specialization: Ability to articulate developmental appropriate creative experiences for children to learn about differences in people.
3. Diversity Specialization: Ability to identify classroom techniques that create environments for children to learn about differences in people.
4. Working with Families Specialization: Ability to articulate key aspects of parenting and how teachers can support families.

Certificate Requirements
Infant and Toddler

Code	Title	Units
Required Courses (6 units)		
CFS-150	Infant/Toddler Development & Education	3
CFS-151	Care and Education for Infants and Toddlers	3
Total Units		6

Creativity

Code	Title	Units
Required Courses (6 units)		
CFS-130	The Creative Process in Young Children	3
CFS-170	Studying the Reggio Emilia Approach	3
Total Units		6

Diversity

Code	Title	Units
Required Courses (6 units)		
CFS-180	The Anthropology of Childhood	3
CFS-184	Teaching Children in a Diverse Society	3
Total Units		6

Working with Families

Code	Title	Units
Required Courses (6 units)		
CFS-160	Parenting	3
CFS-161	Working With Families	3
Total Units		6

Early Childhood Intervention: Certificate of Achievement

The Early Childhood Intervention Certificate Program provides education and training to students wishing to gain more knowledge and/or skills about children with disabilities and other special needs, birth to age 6. Students completing the program will gain knowledge about special education from a culturally sensitive and family focused perspective.

Career Opportunities
Teaching and aide positions serving children with special needs

Program Learning Outcomes

1. Communicate with empathy to develop nurturing relationships with children parents and co-workers as well as support the parent-child relationship.
2. Integrate concepts and components of developmentally appropriate practices into the daily curriculum to engage children at their level of understanding and ability.
3. Observe and record children's behavior to be able to integrate the information gathered into daily curriculum that advocates gender, equity and diversity and meets biosocial, cognitive and psychosocial needs
4. Know, pursue, and implement brain development research and theory in teaching.
5. Articulate relative laws regarding young children with special needs.

Certificate Requirements

Code	Title	Units
Required Courses (27 units)		
CFS-120	Child Development	3
CFS-122	Principles & Practices of Teaching Young Children	3
CFS-123	Observation & Assessment	4
CFS-140	The Child, Family and Community	3
CFS-150	Infant/Toddler Development & Education	3
CFS-190	Children with Special Needs	3
CFS-200	Early Intervention Strategies	3
CFS-225	Fieldwork in Early Intervention	5
Total Units		27

Specialization in Administration and Mentoring: Skills Certificate

The Administration and Mentoring Certificate is designed to meet the requirement for specialization units on the California Commission of Teacher Credentials Child Development Permit Matrix. A specialization is required for individuals that desire achievement of the Master Teacher Permit. It is also designed to meet the administration and supervision course requirements for the Site Supervisor Permit.

Career Opportunities

Scaffolds their success to be a site supervisor.

Program Learning Outcomes

1. Students will have an understanding of the role of the director in the administration and supervision of programs, as well as methods for mentoring staff.

Certificate Requirements

Code	Title	Units
Required Courses (8 units)		
CFS-250	Adult Supervision and Mentoring in Early Care and Education	2
CFS-270	Admin & Supervision of Early Childhood Programs 1	3
CFS-271	Supervision & Admininistration of Early Childhood Programs II	3
Total Units		8

COMMUNICATION STUDIES

Department

Our curriculum focuses on the study of human communication and how meaning is created and exchanged in a variety of contexts to a variety of audiences. Our program is dedicated to providing students with the knowledge and skills necessary to communicate effectively and ethically with diverse individuals in interpersonal, small group, and public speaking settings.

Career Opportunities

A degree in Communication Studies can lead to careers in Journalism; Electronic Media; TV & Radio Broadcasting; Intercultural and Multi-Linguistic Communications; Politics; Public Administration; Performing Arts; Speech and Rhetoric; Business Administration; Industrial Relations and Corporate Communications; Marketing, Advertising, and Public Relations; and Education.

Contact Information

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Degrees and Courses

Degrees
- Communication Studies (AA-T) (p. 113)

Courses
- Communication Studies (SPCOM) (p. 236)

Communication Studies: AA-T Degree

The Associate of Arts in Communication Studies for Transfer degree provides students the knowledge and skills necessary to communicate effectively with diverse individuals in interpersonal, small group, and public speaking settings.

Program Learning Outcomes

1. Demonstrate self-awareness in various communication settings.
2. Utilize an understanding of interpersonal dynamics and the communication process to communicate effectively verbally and nonverbally.
3. Demonstrate intercultural competence.
4. Use critical thinking skills to evaluate and create messages.
5. Demonstrate critical listening skills.
6. Demonstrate effective workplace skills.
7. Develop and present effective speeches for diverse audiences and occasions.

Degree Requirements

Code	Title	Units
Required Core Courses (3 units)		
SPCOM-122	Public Speaking	3
Required Electives: List A (6 units)		
Complete two courses from the following:		6
SPCOM-120	Interpersonal Communication	
SPCOM-128	Critical Thinking: Argumentation and Debate	
SPCOM-130	Small Group Communication	
Required Electives: List B (6 units)		
Complete two courses from the following or one course each from List A and List B:		6
SPCOM-126	Intercultural Communication	
SPCOM-132	Oral Interpretation	
SPCOM-134	Introduction to Communication Theory	
Required Electives: List C (3 units)		**3**
Complete one course from List A or List B not already used, or one course from the following:		
ANTH-121	Introduction to Cultural Anthropology	
ENGL-121	Advanced Composition and Literary Analysis	
ENGL-125	Advanced Composition & Critical Thinking	
PSYC-120	General Psychology	
SOCI-120	Introduction to Sociology	
SPCOM-124	Career Communication	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
SPCOM-122		3
Required Electives: List A		3
	Units	6
Spring		
Required Electives: List A		3
Required Electives: List B		3
	Units	6
Second Year		
Fall		
Required Electives: List B		3
	Units	3
Spring		
Required Electives: List C		3
	Units	3
	Total Units	18

COMPUTER STUDIES

Department

Digital isn't the future - it's the NOW. The demand for web and computer experts is growing exponentially. Even entry-level computer technicians are highly coveted, and the job potential is limitless. This makes the study of computers a practical choice. But it's also an exciting one. You'll be exploring all aspects of computer and Internet systems. At its core, Computer Studies is truly the study of problem-solving. Troubleshooting and attacking complex problems is quite enjoyable and our students feel accomplishment daily. This field is creative and intellectual. Strategizing and understanding systems gives you both the tangible skills to complete job tasks and the analytical skills of business directors. You don't need any experience to get started and you'll end with a degree that has high value in the job market today.

Career Opportunities

Computer and Information Systems Management; Computer Programmer; Computer Scientist; Computer Support Specialist; Computer Systems Analyst; Computer Systems Designer; Database Administrator.

Contact Information

Division
Career Education
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Program Coordinator
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Degrees and Certificates

Degrees

- Computer Studies (AS) (p. 115)

Certificates

- Beginning Microsoft Office Software: Local Certificate (p. 117)
- Advanced Microsoft Office Skills: Certificate of Achievement (p. 116)

Courses

- Computer Studies (COMS) (p. 236)

Computer Studies: AS Degree

Degree Requirements

The Associate in Science in Computer Studies program provides students with a strong foundation in The Microsoft Office Suite. Students must pass all courses in the area of emphasis with a minimum of "C" and maintain an overall minimum 2.0 GPA.

Career Opportunities

Office Manager, Executive Assistant, Administrative Assistant, Database Specialist, Workbook Developer, Research Analyst, Project Coordinator.

Program Learning Outcomes

1. Demonstrate oral, written, and critical thinking skills required to succeed in business.
2. Demonstrate proficiency in the use of software applications to solve business problems.

Degree Requirements

Code	Title	Units
Required Courses		
ACCT-120	Introduction to Accounting	3
BUSI-100	Introduction to Business	3
BUSI-103	Legal Environment of Business	3
BUSI-105	Business Communication	3
BUSI-144	Introduction to Entrepreneurship	3
COMS-101	Computer Information Systems	3
COMS-110	Introduction to Computers	3
COMS-142	Microsoft Windows	3
COMS-150	Microsoft Outlook	1.5
COMS-160	Microsoft Access	3
COMS-165	Microsoft Excel	3
COMS-186	Microsoft Word: Beginning	2
COMS-284	Microsoft Word: Advanced	1.5
COMS-288	Microsoft PowerPoint	1.5
SPCOM-126	Intercultural Communication	3
Total Units		39.5

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
COMS-101	Computer Information Systems	3
COMS-150	Microsoft Outlook	1.5
COMS-165	Microsoft Excel	3
COMS-186	Microsoft Word: Beginning	2
BUSI-100	Introduction to Business	3
NVC GE Area D1: English Composition		3-4
Apply for Beginning Microsoft Office Software Local Certificate [1]		
	Units	15.5-16.5
Spring		
ACCT-120	Introduction to Accounting	3
BUSI-105	Business Communication	3
COMS-142	Microsoft Windows	3
COMS-160	Microsoft Access	3
COMS-284	Microsoft Word: Advanced	1.5
COMS-288	Microsoft PowerPoint	1.5
Apply for Advanced Microsoft Office Skills Certificate of Achievement [1]		
Apply for Business Information Worker: Certificate of Achievement [1]		
	Units	15
Second Year		
Fall		
NVC GE Area D2: Mathematics		3-5
COMS-110	Introduction to Computers	3
NVC GE Area A: Natural Science		3-5
NVC GE Area C: Humanities		3
Graduation Requirement: Physical Education/Health		3
	Units	15-19
Spring		
BUSI-103 or BUSI-102	Legal Environment of Business or Business Planning II	3
SPCOM-126	Intercultural Communication	3
BUSI-144	Introduction to Entrepreneurship	3
Electives		5-6
Petition to Graduate [2]		
	Units	14-15
	Total Units	59.5-65.5

[1] To apply for certificates, download the **appropriate form**, fill it out completely, and submit it to the program coordinator.

[2] Review and complete the Graduation Petition and Checklist - Napa Valley College **(**http://www.napavalley.edu/studentaffairs/AR/Documents/Graduation%20Petition%20and%20Checklist%20.pdf**).**

Advanced Microsoft Office Skills: Certificate of Achievement

Certificate Requirements

This certificate prepares students for using a broad range of advanced office skills and applications that promote success in a variety of career choices.

Program Learning Outcomes

1. Demonstrate proficiency in the use of software applications to solve business problems.

Certificate Requirements

Code	Title	Units
Required Courses		
COMS-101	Computer Information Systems	3
COMS-142	Microsoft Windows	3
COMS-150	Microsoft Outlook	1.5
COMS-165	Microsoft Excel	3
COMS-186	Microsoft Word: Beginning	2
COMS-284	Microsoft Word: Advanced	1.5
COMS-288	Microsoft PowerPoint	1.5
Total Units		15.5

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
COMS-101	Computer Information Systems	3
COMS-150	Microsoft Outlook	1.5
COMS-165	Microsoft Excel	3
COMS-186	Microsoft Word: Beginning	2
Apply for Beginning Microsoft Office Software Local Certificate [1]		
	Units	9.5
Spring		
COMS-142	Microsoft Windows	3
COMS-284	Microsoft Word: Advanced	1.5
COMS-288	Microsoft PowerPoint	1.5
Apply for Microsoft Office Skills Certificate of Achievement [1]		
	Units	6
	Total Units	15.5

[1] To apply for a certificate, download the appropriate form, (http://www.napavalley.edu/academics/CareerTechEd/Pages/CareerEducationPrograms.aspx) fill it out completely, and submit it to the program coordinator.

Beginning Microsoft Office Software: Local Certificate

Certificate Requirements

Students receiving this certificate will have entry-level Microsoft Office software skills.

Program Learning Outcomes

1. Demonstrate proficiency in the use of software applications to solve business problems.

Certificate Requirements

Code	Title	Units
Required Courses		
COMS-101	Computer Information Systems	3
COMS-150	Microsoft Outlook	1.5
COMS-165	Microsoft Excel	3
COMS-186	Microsoft Word: Beginning	2
Total Units		9.5

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
COMS-101	Computer Information Systems	3
COMS-150	Microsoft Outlook	1.5
COMS-165	Microsoft Excel	3
COMS-186	Microsoft Word: Beginning	2
Apply for Beginning Microsoft Office Software Local Certificate [1]		
	Units	9.5
	Total Units	9.5

[1] To apply for a certificate, download the **appropriate form**, fill it out completely, and submit it to the program coordinator.

COUNSELING

Department

Counseling is a broad area that provides guidance and a framework to students who are planning to earn certificates, associate degrees, and transfer to four year universities. Counseling Services provide a venue for students to assess their life priorities, research current occupational and academic information, and receive individualized support in defining and achieving their career and educational goals. Our team advises Napa Valley College students at various stages of their career planning process, including choosing a major, deciding on a future career path, and preparing to enter the world of work. Counselors are available to assist students with a variety of degree and certificate options available at Napa Valley College, while also guiding students through various general education requirements and exploring transfer pathways for specific universities and majors. Counselors provide support for students' personal wellbeing and academic success.

Career Opportunities

Students are encouraged to contact the Napa Valley College Counseling Office to discuss various academic program options and career pathways offered at Napa Valley College. The Counseling Department houses the University Preparation in a Specific Major Associate of Art degree and two certificate programs, the IGETC Certificate of Achievement and the CSU GE Certificate of Achievement.

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Degrees and Certificates

Degrees

- University Preparation for a Specific Major (AA) (p. 119)

Certificates

- CSU General Education (Certificate of Achievement) (p. 120)
- IGETC General Education (Certificate of Achievement) (p. 121)

Courses

- CSU General Education Courses (p. 41)
- IGETC General Education Courses (p. 46)

University Preparation for a Specific Major: Associate of Arts Degree

University Preparation in a Specific Major offers a degree option for students in a defined academic area in which our college offers the courses but not the associate degree. Completion of the University Preparation major acknowledges that the student has established a foundation of knowledge in the respective area of study and is designed to align lower division coursework with at least one university's major preparation pathway, as selected by the student. The degree may facilitate for the student a more advanced course of study at the baccalaureate level. Examples include University Preparation in Communicative Disorders and University Preparation in International Studies.

Career Opportunities

Will vary according to the four year institution's career opportunities as described by the specific transfer program. The following are examples of majors for this degree option: 1. Communication Sciences and Disorders at Sacramento State University. 2. International Relations at UC Davis.

Degree Requirements

Code	Title	Units
1. Select one major option at a U.S. regionally-accredited four-year institution from the official articulation repository database (ASSIST.org) or from an institution in which NVC has an official articulation agreement. Complete major preparation coursework in selected major.		
2. The lower division major preparation coursework must consist of a minimum of 18 articulated units from the selected major. If the required courses within the articulation agreement is less than 18 units for the major, then recommended or support courses may be counted. All required coursework in the articulation agreement must be completed if offered to meet the 18 unit requirement.		
3. Complete general education requirements from NVC GE, CSU GE, or IGETC.		
4. To fulfill the requirements for this degree, students will not only complete the required courses in the major, and an appropriate general education pattern of courses, but electives if needed totaling 60 semester degree-applicable units. Students selecting a CSU or UC major are to complete 60 CSU-transferable units.		

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education Pattern *(*p. 37*), the* CSU General Education Pattern *(*p. 41*), or the* IGETC General Education Pattern *(*p. 46*) to earn this degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

CSU General Education: Certificate of Achievement

The California State University Certificate of Achievement is appropriate for students planning to transfer to a campus in the California State University system. Following this pattern of CSU requirements, will permit students to transfer from Napa Valley College to a California State University (CSU) campus without the need, after transfer, to take additional lower division, general education courses to satisfy general education requirements. A minimum of 39 total units is required and for each area a specific number of units must be completed. Courses may be listed in more than one area, but shall not be counted in more than one area, unless otherwise noted. A grade of "C-" or higher (or "P" Pass) is required for A1, A2, A3, and B4 courses.

Each year courses are added and removed from the list of approved courses for this program. These changes are listed in the Napa Valley College catalog (p. 41) and at the ASSIST.org (https://assist.org) site. Students are advised to consult a counselor to ensure that they are enrolled in courses that will satisfy these requirements. Completion of this Certificate of Achievement will be noted on a student's transcript. Students pursuing an AS-T or AA-T degree must complete the entire CSU-GE pattern for a minimum of 39 units. Students considering applying to a UC campus should NOT use this GE pattern.

Program Learning Outcomes

Written Communication & Critical Thinking
(NVC Area D1, NVC Area D3, IGETC Area 1, CSU Area A)

1. Create and communicate thoughts, ideas, and information effectively.
2. Read and interpret college-level texts.
3. Conduct research and obtain information from reliable sources.

Physical and Biological Sciences, Mathematics and Quantitative Reasoning
(NVC Area A, IGETC Area 5, CSU Area B1 and B2 NVC Area D2, IGETC Area 2, CSU Area B4)

1. Apply scientific principles to measure and observe the physical world.
2. Understand the relationship between human behavior and the physical environment.
3. Analyze, evaluate, and synthesize information.
4. Conduct calculations and solve problems using quantitative reasoning.

Social Sciences, Behavioral Sciences
(NVC Area B, IGETC Area 4, CSU Area D and E)

1. Evaluate and apply the principles and methodologies used by the social and behavioral sciences.
2. Examine issues in their contemporary as well as historical settings and in a variety of cultural contexts.

Arts & Humanities
(NVC Area C, IGETC Area 3, CSU Area C)

1. Understand and appreciate artistic expression and the role of art in culture, history, and social critique.
2. Identify unique features among various cultures.
3. Describe and demonstrate intercultural competency.

Self-Development
(CSU Area E, NVC PE/Health Education requirement)

1. Advance individual knowledge, skills, and abilities.
2. Set goals and develop plans to achieve them.
3. Receive constructive criticism and respond appropriately.

Certificate Requirements

Note: Courses completed for IGETC/CSU GE Certification are the same courses in fulfillment of the respective Certificate of Achievement.

A. Communication in the English Language and Critical Thinking (Nine units minimum. Select one course from A-1, A-2 and A-3.
A-1. Oral Communication
A-2. Written Communication
A-3. Critical Thinking

B. Natural Science and Mathematics (Nine units minimum). Select one from B-1, B-2 and B-4. At least one course from B-1 or B-2 must include a laboratory to meet the B-3 requirement.
B-1. Physical Universe
B-2. Life Forms
B-3. Laboratory Activity
B-4. Mathematics/Quantitative Reasoning

C. Arts, Literature, Philosophy and Foreign Languages (Nine units minimum) At least three units must be selected from C-1, and at least three units must be selected from C-2. The remaining units may be selected from C-1 or C-2.
C-1. Arts
C-2. Humanities

D. Social and Behavioral Sciences (Nine units minimum) Select three courses. A maximum of two courses may be selected from one category.
D-1. Anthropology
D-2. Economics
D-3. Ethnic Studies
D-4. Gender Studies
D-5. Geography
D-6. History
D-7. Interdisciplinary Social or Behavioral Science:
D-8. Political Science
D-9. Child Family Studies
D-10. Sociology and Criminology

E. Lifelong Understanding and Self-development (Three units minimum) Only 1.5 units of PE may be used toward meeting this requirement.
E-1. Integrated Organism
E-2. Activity: Physical Education courses

American History and Institutions Graduation Requirement

Select one course from the American History category and one course from American Government category. Courses selected to meet this requirement may also be used for to satisfy Area D, Social and Behavioral Sciences, requirements.

Group 1: HIST-120, HIST-121, HIST-150, HIST-152
Group 2: POLI-120

IGETC General Education: Certificate of Achievement

This general education pattern is appropriate for students planning to transfer to a campus in either the University of California or California State University system. In each category, a specific number of units must be completed. A minimum of 34-37 total units is required. All requirements for this Certificate must be met. It is essential that students who want to complete this Certificate see a counselor to acquire the appropriate list of courses and the rules for completing the IGETC requirements (p. 37).

Program Learning Outcomes
Written Communication & Critical Thinking
(NVC Area D1, NVC Area D3, IGETC Area 1, CSU Area A)

1. Create and communicate thoughts, ideas, and information effectively.
2. Read and interpret college-level texts.
3. Conduct research and obtain information from reliable sources.

Physical and Biological Sciences, Mathematics and Quantitative Reasoning
(NVC Area A, IGETC Area 5, CSU Area B1 and B2 NVC Area D2, IGETC Area 2, CSU Area B4)

1. Apply scientific principles to measure and observe the physical world.
2. Understand the relationship between human behavior and the physical environment.
3. Analyze, evaluate, and synthesize information.
4. Conduct calculations and solve problems using quantitative reasoning.

Social Sciences, Behavioral Sciences
(NVC Area B, IGETC Area 4, CSU Area D and E)

1. Evaluate and apply the principles and methodologies used by the social and behavioral sciences.
2. Examine issues in their contemporary as well as historical settings and in a variety of cultural contexts.

Arts & Humanities
(NVC Area C, IGETC Area 3, CSU Area C)

1. Understand and appreciate artistic expression and the role of art in culture, history, and social critique.
2. Identify unique features among various cultures.
3. Describe and demonstrate intercultural competency.

Self-Development
(CSU Area E, NVC PE/Health Education requirement)

1. Advance individual knowledge, skills, and abilities.
2. Set goals and develop plans to achieve them.
3. Receive constructive criticism and respond appropriately.

Certificate Requirements
Note: Courses completed for IGETC/CSU GE Certification are the same courses in fulfillment of the respective Certificate of Achievement.

Two options: 1) a 37 unit option for CSU and 2) a 34 unit option for UC

Area 1 - English Communication
CSU: Three courses required, one from Group A, B, and C UC: Two courses required, one each from Group A and B.
Group A: English Composition, one course: Three semester units
Group B: Critical Thinking - English Composition, one course: Three semester units
Group C: Oral Communications (CSU requirement only), one course: Three semester units

Area 2 - Mathematical Concepts and Quantitative Reasoning
One course: Minimum three semester units required.

Area 3 - Arts and Humanities
At least three courses, with at least one from the Arts and one from the Humanities. Nine semester units total required.

Area 4 - Social and Behavioral Sciences
At least three courses from at least two academic disciplines nine semester units total required.

Area 5 – Physical and Biological Sciences
At least two courses, with one from the Physical Science and one from the Biological Science; at least one of the two courses must include a laboratory seven-nine semester units total required.

Language other than English (UC requirement only) Complete the equivalent of two years of high school study of the same language. Or complete a Napa Valley College course(s) that meets the required proficiency level. Or complete the Advanced Placement exam at the required proficiency level.

CSU Graduation Requirement in US History, Constitution and American Ideals (Not part of IGETC; may be completed prior to transfer). At least one course from Group 1 (US History) and one course from Group 2 (Constitution and American Ideals). Six semester units total.

CRIMINAL JUSTICE TRAINING

Department

The Criminal Justice Training Center (CJTC) hosts vocational programs including *basic* and *advanced Law Enforcement training*, *Dispatcher training, Corrections training* and the *832 PC Laws of Arrest* course. Police agencies throughout the state will hire more than 80% of our police academy graduates within one year of graduating from training.

Our largest training component is the Basic Law Enforcement Training. The California Commission of Peace Officer Standards and Training (POST) certifies our courses. We primarily serve Napa and Solano Counties, although agencies from all over California do send students to our courses. An advisory committee comprised of chief executive officers from fifteen local law enforcement agencies supports our training efforts.

The Center also provides advanced and specialized instructor training for Law Enforcement Agencies throughout the state.

Career Opportunities

Students completing the Basic Police Academy receive a POST certificate making them eligible for employment as a police officer. The Law Enforcement Recertification Course renews students' Basic Police Academy certificate, making them eligible for employment as a police officer. Students completing the Basic Dispatch Course receive a POST certificate making them eligible for employment as a 911 dispatcher. Students completing the Adult Corrections Academy receive an STC certificate making them eligible for employment as a correctional officer in a county facility. Students completing the PC 832 Course receive a POST certificate making them eligible for employment in a variety of law enforcement associated positions in the private or public. Our certificates of achievement, Law Enforcement-Basic Police Academy and 911 Dispatch, are Gainful Employment (http://www.napavalley.edu/Academics/CareerTechEd/certproginfo/Pages/Welcome.aspx) eligible.

Contact Information

Division
Criminal Justice Training
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Certificates and Courses

Certificates

- 911 Dispatcher: Certificate of Achievement (p. 123)
- Law Enforcement-Basic Police Academy: Certificate of Achievement (p. 124)

Courses

- Criminal Justice Training (CJT) (p. 238)

911 Dispatcher: Certificate of Achievement

The 911 Dispatcher Certificate includes a concentrated course of study designed to prepare students to work as a professional 911 law enforcement dispatcher.

Program Learning Outcomes

1. Communicate effectively orally and in writing.
2. Process a simulated 9-1-1 emergency call from call reception to the dispatch of emergency personnel by radio.

Certificate Requirements

Code	Title	Units
Required Core Courses (15-15.5 units)		
CJT-296	Public Safety Dispatchers' Basic	3-3.5
ADMJ-120	Introduction to the Criminal Justice System [1]	3
ADMJ-121	Introduction to Criminal Law [1]	3
ADMJ-122	Introduction to Criminal Procedures [1]	3
ADMJ-123	Introduction to Community Policing [1]	3
Required Electives: List A		
Complete 3 units from the following:		3
COMS-110	Introduction to Computers	
COMS-160	Microsoft Access	
COMS-165	Microsoft Excel	
COMS-186	Microsoft Word: Beginning	
Required Electives: List B		
Kinesiology [2]		2
Total Units		20-20.5

[1] The Administration of Justice courses may be used as electives for the AS degree in Administration of Justice.

[2] Complete 2 units of any kinesiology course.

Law Enforcement-Basic Police Academy: Certificate of Achievement

The Law Enforcement Certificate provides students with a concentrated program of study in the Criminal Justice system. This certificate does not meet the California Commission on Peace Officer Standards and Training (P.O.S.T.) requirements related to the Basic Police Academy.

Program Learning Outcomes

1. The student will communicate effectively in their verbal and written presentations, using vocabulary, grammar, and technical skills appropriate for an Administration of Justice profession.
2. The student will demonstrate a knowledge of the Criminal Law and criminal procedures.
3. The student will demonstrate an understanding of the work ethic expectations of Administration of Justice professions.

Certificate Requirements

Code	Title	Units
Required Courses		
CJT-200	Basic Police Academy 1	24
Total Units		24

DANCE

Department

The Napa Valley College dance curriculum offers a variety of courses designed to prepare students for transfer to the four-year level college. The Associates of Arts in Dance provides students with an experience in world dance history, pedagogy and technical skills in a multitude of styles including, but not limited to modern, jazz, hip-hop, ballet, and Latin. Graduates will be prepared for further study or careers in teaching, performing, choreography, dance studio business ownership, and dance movement therapy.

Career Opportunities

Career opportunities in teaching, performing, choreography, dance studio ownership and dance movement therapy. Prepares students for CSU/UC, independent, and/or out-of-state four year institutions with Dance programs, and potential candidacy for graduate studies in Dance. Professional preparation for performance artist. Professional preparation for teaching at a private studio. Professional preparation for Choreographer. Professional preparation for dance critic, dance manager, dance promoter, director of a dance company.

Contact Information

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Degrees and Courses

Degrees
- Dance (AA) (p. 126)

Courses
- Dance (DANS) (p. 239)

Dance: AA Degree

This degree provides a comprehensive foundation in Dance. The Associate of Arts (AA) degree in Dance will provide knowledge and skills that can be applied to a variety of educational and vocational pathways. Some examples of educational pathways are Performing Arts and Dance Sciences when supplemented with Theater Arts or Kinesiology curriculum. Examples of vocational pathways in Dance are: Supplemental degree for therapist/art therapist, studio owner or company director. To fulfill requirements for this degree, students will complete the required core courses (10-11.5 units) and selected electives from List A, List B, and List C (8-9 units). Each student should work with a counselor to determine the appropriate pattern of general education and degree electives based on individual educational goals.

Career Opportunities

Preparing students for CSU/UC, independent, and/or out-of-state four year institutions with Dance programs, and potential candidacy for graduate studies in Dance. Professional preparation for performance artist. Professional preparation for teaching at a private studio. Professional preparation for Choreographer. Professional preparation for dance critic, dance manager, dance promoter, director of a dance company.

Program Learning Outcomes

1. Perform dance technique from at least three genres.
2. Demonstrate an understanding of the terminology of dance genres.
3. Discuss the historical or cultural contribution of dance for society and self.
4. Demonstrate understanding of basic bio-mechanics as applied to dance technique.

Degree Requirements

Code	Title	Units
Required Core Courses (10-11.5 units)		
DANS-134	Ballet Level I	1-1.5
or DANS-134B	Ballet II	
DANS-136	Jazz Dance I	1-1.5
or DANS-136B	Jazz Dance II	
or DANS-130	Broadway Dance	
DANS-138	Modern Dance Level I	1-1.5
or DANS-138B	Modern Dance II	
or DANS-129	Contemporary Dance	
DANS-140	Dance Production	1
or DANS-140C	Repertory Dance Company	
DANS-141	Dance Production - B	1
DANS-142	Choreography	2
DANS-160	Dance Appreciation	3
Required Electives: List A		
Complete 1-2 units from the following courses:		1-2
DANS-128A	Salsa and Latin Social Dance I	
DANS-134D	Ballet Teaching Assistant	
DANS-135	Street Jazz (Beginning Hip Hop)	
or DANS-135B	Street Jazz (Hip Hop) Level 2	
DANS-136D	Jazz Dance Teaching Assistant	
DANS-138D	Modern Dance Teaching Assistant	
DANS-199	Dance Independent Study	
Required Electives: List B		
Complete 3 units from the following courses:		3
DANS-170	Dance History	
KINE-201	Introduction to Kinesiology	
THEA-110	Acting I	
THEA-142	Introduction to Stage Costume	
THEA-143	Technical Theater in Production: Lighting and Sound	
THEA-153	Musical Theater Production: Repertory	
Required Electives: List C		
Complete 4-5 units from the following courses:		4-5
DANS-101	Muscle and Tension Release Techniques	
or KINE-101	Muscle and Tension Release Techniques	
DANS-127	World Dance Forms	
DANS-128B	Salsa & Latin Social Dance II	
DANS-130	Broadway Dance	
DANS-132	Introduction to Dance	
DANS-133	Barre Fitness	
DANS-137A	Tap Dance 1	
DANS-154	Mat Pilates	
or KINE-154	Mat Pilates	
or DANS-154I	Intermediate Pilates	
or KINE-154I	Intermediate Pilates	
Total Units		18-21.5

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

DIGITAL ART AND DESIGN

Department

The Digital Art and Design program combines problem-solving skills, planning and analysis with solid computer skills and traditional art making to create successful, clear visual communication. Students learn conceptual message development and fundamental theory while receiving vocational training. Courses such as typography and digital media form the core of the Digital Art & Design program. Students may choose from other courses in photography, film, video, graphic design, and animation to earn their degree.

Contact Information

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Degrees and Courses

Degrees
- Digital Art and Graphic Design (AA) (p. 128)

Courses
- Digital Art and Design Technology (DART) (p. 241)

Digital Art and Graphic Design: AA Degree

This degree provides lower division major preparation courses for students interested in pursuing transfer to a BA or BFA program in graphic design or digital art. Students pursuing this degree option must work with a counselor to develop an education plan that meets the current transfer requirements for the school of their choice.

Career Opportunities

User Experience/Visitor Services (visitors to physical and online places), Data/Information Designer, Public Relations, Media/Communications/Marketing, Digital Designer (websites, apps, interactivity), Graphic Designer (publications, online, signage), Art Director, Creative Director, 2D and 3D Animator (storyboard artist, concept artist, character design, backgrounds and textures artist, model making, visual sequences), lighting, Visual Effects, Special Effects, Set Designer, Textile Designer, Product Designer, Packaging Designer, Industrial Designer, Transportation Designer, Toy Designer, Illustrator, Interior Design, Landscape Designer, Event Designer/Stylist, Stylist, Advertising, Graphic Novelist, Cartoonist, Scientific Illustrator, Sustainability Designer, Entertainment Designer, Environmental Designer.

Program Learning Outcomes

1. Critically evaluate and understand the aesthetic, cultural, and political development of design in historic and contemporary cultures.
2. Translate ideas into images and designs.
3. Create and present finished images and graphics for professional applications based on principles of effective design and communication while working independently and collaboratively.
4. Evaluate and critique graphic design work and receive criticism from others.

Degree Requirements

Code	Title	Units
Required Core Courses (15 units)		
ARTS-101	2D Foundations	3
ARTS-110	Fundamentals of Drawing	3
ARTH-105	History of Western Art: Prehistoric Through Medieval	3
ARTH-106	History of Western Art: Renaissance to Contemporary	3
DART-101	Graphic Design Foundations	3
Required Electives: List A (6 units)		
Complete 2 of the following courses:		6
ARTS-102	3D Foundations	
DART-120	Intro to Digital Art & Graphic Design	
DART-140	Drawing & Typography	
Required Electives: List B (6 units)		
Complete 2 of the following courses:		6
ARTH-110	History of Graphic Design	
ARTS-105	Color Theory	
ARTS-111	Figure Drawing	
ARTS-112	Creative Drawing	
BUSI-144	Introduction to Entrepreneurship	
DART-125	Animation	
DART-130	Introduction to Digital Imaging	
DART-160	Introduction to Multimedia	
DART-170	Digital Video Editing	
PHOT-150	Beginning Digital Photography	
Total Units		27

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

DIGITAL DESIGN GRAPHICS TECHNOLOGY

Department

At the entrance to the world renowned Napa Valley lies Napa Valley College (NVC). The department of Digital Design and Graphics Technology (DDGT) provides courses in CAD, Architecture, computer aided graphics, computer aided graphic design, solid modeling, animation, 3D printing, and 3D scanning using programs like AutoCAD, Inventor, Revit Architecture, 3ds max, Photoshop, Dreamweaver, Premiere, and After Effects. Courses are designed to parallel technical design office environments to allow students to easily enter the workforce upon completion of their studies.

As an Autodesk Training Center (ATC), Autodesk certified courses are offered in CAD design software made by Autodesk. In these concentrated industry modeled classes, students receive high quality training for certificates of completion from Autodesk for the various levels of training, as well as college credits. All Autodesk courses are taught by instructors who work in the industry using Autodesk software so you are assured of receiving current, real world applicable training.

The program is designed to provide cutting-edge technical skills to those who complete the program successfully. DDGT is proud of our record in vocational placement of our graduates. Students are employed in the fields of Architecture, Engineering, Multi-Media and many other digital graphic technology professions. Many DDGT students have used the training received at NVC to launch a 4-year program of study in related fields.

Please join us to enhance your technical and computer graphics skills.

Career Opportunities

Architectural Drafters, Mechanical Drafters, CAD Drafters, CAD Technicians, Designers / Drafters, Technical Multi-Media Graphical Designer, and more…

Contact Information

Division

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Program Coordinator

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Degrees and Certificates

Degrees

- Digital Design Graphics Technology (AS) (p. 130)

Certificates

- Architectural Drafting and Design (Certificate of Achievement) (p. 131)
- Digital Design Graphics Technology (Certificate of Achievement) (p. 132)
- Mechanical Drafting and Design (Certificate of Achievement) (p. 133)

Courses

- Digital Design Graphics Technology (DDGT) (p. 242)

Digital Design Graphics Technology: AS Degree

Degree Requirements

This is a comprehensive four-semester program that enables a student to be employable as an entry level design drafter and three-dimensional (3D) artist with the versatility to work in a wide range of drafting and 3D graphic fields. The Digital Design Graphics Technology program is also an Autodesk Authorized Training Center (ATC) which ensures that students are always taught on the most current releases of the various Autodesk software programs used in their coursework.

Program Learning Outcomes

1. Create physical and digital media.
2. Effectively apply current technology.
3. Perform industry specific skills.
4. Effectively work in a team environment.

Degree Requirements

Code	Title	Units
Required Courses		
DDGT-120	Digital Design Graphics Technology 1	7
DDGT-121	Digital Design Graphics Technology 2	7
DDGT-230	Digital Architectural Drafting & Design 1	5
DDGT-240	Digital Design Graphics Technology 3	7
DDGT-241	Digital Design Graphics Technology 4	7
MACH-100	Machine Shop Practice	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
TECH-92	Technical Mathematics 1	3
TECH-107	Technical Mathematics II	3
Total Units		46

Options

1. A.S. Degree: All courses as listed. All courses required to complete the major must be completed with a grade of C or better. Consultation with the Program Coordinator is required.
2. Transfer to a baccalaureate degree granting institution: Consult the catalog of the college or university of your choice and a Napa Valley College counselor for specific requirements.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
DDGT-120	Digital Design Graphics Technology 1	7
TECH-92	Technical Mathematics 1	3
DDGT-230	Digital Architectural Drafting & Design 1 [4]	5
English Composition		3-4
Physical Education [1]		1
	Units	19-20
Spring		
DDGT-121	Digital Design Graphics Technology 2	7
TECH-107	Technical Mathematics II	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
Physical Education [1]		1
	Units	15
Second Year		
Fall		
DDGT-240	Digital Design Graphics Technology 3	7
DDGT-230	Digital Architectural Drafting & Design 1 [4]	5
MACH-100	Machine Shop Practice	3
	Units	15
Spring		
DDGT-241	Digital Design Graphics Technology 4	7
Physical Education [1]		1
Humanities Elective [2]		3
Social Science Elective [3]		3
	Units	14
	Total Units	63-64

1. Physical Education: Students must complete HELH-106 or 3 units of physical education.
2. Humanities & Multicultural/Gender Studies Electives: ANTH-150, FILM-110, HUMA-101, HUMA-151, and HUMA-186 will double count for the NVC GE requirements in Area C Humanities and Area E Multicultural/Gender Studies.
   Humanities Electives: ARTH-106, ARTH-118, ARTS-100, ENGL-123, FILM-100, PHIL-121, PHIL-131, and PHOT-120 will count for the NVC GE requirement in Area C Humanities only.
   Multicultural/Gender Studies: HIST-145, PHOT-182, PSYC-128, and SPCOM-126 will count for the NVC GE requirement in Area E Multicultural/Gender Studies only.
3. Social and Behavioral Science Electives: ANTH-121, ANTH-150, CFS-140, HIST-145, PSYC-128, and SPCOM-126 will double count for the NVC GE requirements in Area E Multicultural/Gender Studies and Area B Social & Behavioral Science.
   Social & Behavioral Science: ENGI-110 will count for the NVC GE requirement in Area B Social & Behavioral Science only.
4. DDGT-230 is only offered once every two years (every other Fall). You should plan on taking this course as it is available to complete the AS Degree in two years. If you plan on taking DDGT-230 in the Fall of your first year, DDGT-120 and DDGT-230 should be your priority and you can take TECH-92 and / or ENGL-120 in a later semester. If you plan on taking DDGT-230 in the Fall of your second year, DDGT-240 and DDGT-230 should be your priority.

Architectural Drafting and Design: Certificate of Achievement

This certificate will help students prepare for a future in architectural drafting and design as an entry level architectural drafter in the residential and commercial building industry using Building Information Modeling (BIM) and will prepare students for continuation in the Digital Design Graphics Technology Program. Upon successful completion of the required classes for the Architectural Drafting and Design Certificate, students will be prepared for employment in Architecture, Construction and Engineering Fields as Drafting Technicians, Designers, Building Information Modeling (BIM) Coordinators, or BIM Technicians. Students will have the ability to communicate successfully using industry standards and terminology and successfully create 2D drawing sets based off of 3D Building Information Models using the latest release of the Autodesk Revit Architecture software. Students will have the ability to communicate successfully using industry standards and terminology and successfully create 2D and 3D drawing sets using the latest release of the Autodesk AutoCAD software.

Program Learning Outcomes

1. Create Physical and Digital Media.
2. Effectively apply current technology.
3. Perform industry specific skills.

Career Opportunities

Computer Aided Drafting (CAD) and Building Information Modeling (BIM) in the Architecture, Construction, and Engineering fields.

Degree Requirements

Code	Title	Units
Required Courses		
DDGT-120	Digital Design Graphics Technology 1	7
DDGT-230	Digital Architectural Drafting & Design 1	5
DDGT-231	Digital Architectural Drafting & Design 2	5
Total Units		17

Notes:

1. DDGT-120 is not a prerequisite for DDGT-230 or DDGT-231 and can be taken independently.
2. DDGT-230 and DDGT-231 must be taken sequentially.
3. The software taught and utilized in this program may be subject to change to reflect current industry standards.

Digital Design Graphics Technology: Certificate of Achievement

This is a comprehensive four-semester certificate that enables a student to be employable as an entry level design drafter and three-dimensional (3D) artist with the versatility to work in a wide range of drafting and 3D graphic fields. The Digital Design Graphics Technology program is also an Autodesk Authorized Training Center (ATC) which ensures that students are always taught on the most current releases of the various Autodesk software programs used in their coursework.

Program Learning Outcomes

1. Create Physical and Digital Media.
2. Effectively apply current technology.
3. Perform industry specific skills.
4. Effectively work in a team environment.

Degree Requirements

Code	Title	Units
Required Courses		
DDGT-120	Digital Design Graphics Technology 1	7
DDGT-121	Digital Design Graphics Technology 2	7
DDGT-230	Digital Architectural Drafting & Design 1	5
DDGT-240	Digital Design Graphics Technology 3	7
DDGT-241	Digital Design Graphics Technology 4	7
ENGL-120	College Compositon and Research	4
MACH-100	Machine Shop Practice	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
TECH-92	Technical Mathematics 1	3
TECH-107	Technical Mathematics II	3
Total Units		50

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
DDGT-120	Digital Design Graphics Technology 1	7
TECH-92	Technical Mathematics 1	3
ENGL-120	College Compositon and Research	4
DDGT-230	Digital Architectural Drafting & Design 1 [1]	5
	Units	19
Spring		
DDGT-121	Digital Design Graphics Technology 2	7
TECH-107	Technical Mathematics II	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
	Units	14
Second Year		
Fall		
DDGT-240	Digital Design Graphics Technology 3	7
DDGT-230	Digital Architectural Drafting & Design 1 [1]	5
MACH-100	Machine Shop Practice	3
	Units	15
Spring		
DDGT-241	Digital Design Graphics Technology 4	7
	Units	7
	Total Units	55

[1] DDGT-230 is only offered once every two years (every other Fall). You should plan on taking this course as it is available to complete the certificate in two years. If you plan on taking DDGT-230 in the Fall of your first year, DDGT-120 and DDGT-230 should be your priority and you can take take TECH-92 and / or ENGL-120 in a later semester.
If you plan on taking DDGT-230 in the Fall of your second year, DDGT-240 and DDGT-230 should be your priority.

Mechanical Drafting and Design: Certificate of Achievement

This certificate will help students prepare for a future in mechanical drafting and design as an entry level mechanical drafter and will prepare students for continuation in the Digital Design Graphics Technology Program. Upon successful completion of the required classes for the Mechanical Drafting and Design Certificate, students will be prepared for employment in entry level mechanical drafting, design, and related fields. Students will have the ability to communicate successfully using industry standards and terminology. Students will be able to create detailed 2D drawing plans based off of 3D models and create physical 3D printed prototypes using the latest release of the Autodesk AutoCAD, Inventor, and Fusion 360 software.

Career Opportunities
Entry level mechanical drafting and design.

Program Learning Outcomes
1. Create Physical and Digital Media.
2. Effectively apply current technology.
3. Perform industry specific skills.

Degree Requirements

Code	Title	Units
Required Courses		
DDGT-120	Digital Design Graphics Technology 1	7
DDGT-121	Digital Design Graphics Technology 2	7
DDGT-130	Introduction to 3D Printing	3
Total Units		17

Notes:
1. DDGT-130 can be taken independently of DDGT-120 and DDGT-121.
2. DDGT-120 and DDGT-121 to be taken sequentially.
3. The software taught and utilized in this program may be subject to change to reflect current industry standards.

EMERGENCY MEDICAL SERVICES

Department

The Emergency Medical Services Program provides opportunities for students to pursue three different levels of career in Emergency Medical Care. The EMR First Responder certificate will allow a student to sit for a national exam as a first responder after the successful completion of one class. The EMT-1 Program certificate is a two-course program that allows a student to sit for the EMT-1 national exam after the successful completion of EMT 90 and EMT 95 courses and the Paramedic program prepares the successful student to sit for the National Registry for Paramedicine exam. The scope, practice, demands of the job, and preparation levels of each increases significantly with each certificate and course sequence.

Career Opportunities

Career opportunities improve with each level of training and licensure that is achieved. The licensed EMR will allow for a job in a basic response system, the licensed EMT-1 will enjoy higher pay than the licensed EMR, and the licensed Paramedic will earn the highest salary due to the level of training and other skills that are associated with this career.

Many paramedics are also firefighters with additional training. Paramedics are most often employed by fire departments/fire agencies, ambulance/transport agencies, and hospitals. EMT's are often employed by transport agencies and EMR may find employment in a private setting.

Contact Information

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Admissions Requirements

1. High School Diploma or Equivalency
2. EMT-95: Emergency Medical Technician Basic or equivalent with 80% or "B" or better.
3. HEOC-100: Anatomy & Physiology or equivalent with a "C" or better or Biology 218: Anatomy *and* Biology 219: Physiology, both with a "C" or better. *Students who believe they have taken courses that are equivalent to the NVC anatomy and/or physiology courses listed above must request equivalency.*
4. Current and valid EMT-I accreditation/certification
5. Current AHA BLS Healthcare Provider CPR certification.
6. Verification from employer/volunteer supervisor of 2000 hours of pre-hospital volunteer/work experience done in the last three (3) years.
7. Passing Score on NVC Paramedic Academy Entrance Exam.

Degrees and Certificates

Degrees
- EMT-P Paramedic (AS) (p. 135)

Certificates
- EMT-P Paramedic (Certificate of Achievement) (p. 136)

Courses
- Emergency Medical Technician (EMT) (p. 243)

EMT-P Paramedic: AS Degree

Paramedicine is an allied health profession whose specialty is to provide pre-hospital emergency medical care at the Advanced Life Support (ALS) level. Didactic, clinical and field internships prepare the student to assess and treat a wide variety of medical and traumatic emergencies in the pre-hospital setting. The knowledge and skills acquired through the program will prepare students to meet the professional responsibilities outlined in the paramedic scope of practice per the California Code of Regulations, Title 22, and to meet certification standards for paramedics as outlined by the National Registry of Emergency Medical Technicians (NREMT).

The Napa Valley College Paramedic Training Program will prepare students to sit for the NREMT exam for paramedics and for entry level paramedic work with fire protection districts, private ambulance companies, or other Emergency Medical Services providers.

Program Learning Outcomes

1. Sit for the paramedic National Registry of Emergency Medical Technicians (NREMT) exam and become accredited as a paramedic, enabling the paramedic to be eligible for licensure in the State .
2. Perform competently the roles and responsibilities outlined in the paramedic scope of practice (Title 22, §100145 (2004).
3. Obtain employment as an entry-level paramedic with an EMS agency in the Napa or surrounding communities.

Code	Title	Units
Prerequisite Courses		
2000 hours of EMT work experience		
EMT-95	Emergency Medical Technician (Basic)	7
HEOC-100	Basic Anatomy & Physiology	3-10
or BIOL-218 & BIOL-219	Human Anatomy and Human Physiology	
Total Units		10-17

Code	Title	Units
Required Courses		
EMT-310	EMT-Paramedic I (Didactic)	24
EMT-311	EMT-Paramedic II (Clinical & Field Internship)	16
Total Units		40

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

EMT-P Paramedic: Certificate of Achievement

Paramedicine is an allied health profession whose specialty is to provide pre-hospital emergency medical care at the Advanced Life Support (ALS) level. Didactic, clinical and field internships prepare the student to assess and treat a wide variety of medical and traumatic emergencies in the pre-hospital setting. The knowledge and skills acquired through the program will prepare students to meet the professional responsibilities outlined in the paramedic scope of practice per the California Code of Regulations, Title 22, and to meet certification standards for paramedics as outlined by the National Registry of Emergency Medical Technicians (NREMT).

The Napa Valley College Paramedic Training Program will prepare students to sit for the NREMT exam for paramedics and for entry level paramedic work with fire protection districts, private ambulance companies, or other Emergency Medical Services providers. The program is accredited by the Commission on Accreditation of Allied Health Education Programs (http://www.caahep.org/) upon the recommendation of the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP): Commission on Accreditation of Allied Health Education Programs, 1361 Park Street, Clearwater, FL 33756.

Program Learning Outcomes

1. Sit for the paramedic National Registry of Emergency Medical Technicians (NREMT) exam and become accredited as a paramedic, enabling the paramedic to be eligible for licensure in the State .
2. Perform competently the roles and responsibilities outlined in the paramedic scope of practice (Title 22, §100145 (2004).
3. Obtain employment as an entry-level paramedic with an EMS agency in the Napa or surrounding communities.

Code	Title	Units
Prerequisite Courses		
EMT-95	Emergency Medical Technician (Basic)	7
HEOC-100	Basic Anatomy & Physiology	3-10
or BIOL-218 & BIOL-219	Human Anatomy and Human Physiology	
Total Units		10-17

Code	Title	Units
Required Courses		
EMT-310	EMT-Paramedic I (Didactic)	24
EMT-311	EMT-Paramedic II (Clinical & Field Internship)	16
Total Units		40

ENGLISH

Department

The English program provides fundamental skills in reading, writing, and research—but more than that, English courses serve students across academic disciplines by laying a foundation for critical thinking, textual analysis, argumentation and creative expression.

English majors develop an understanding of language and its power to inform, describe, persuade, and entertain. They develop the confidence to break down complex arguments and texts and also build nuanced, comprehensive responses. They learn to proofread, edit, and refine written pieces in order to create clear, concise and effective communication. In so doing, students ready themselves to engage as active participants in their chosen professions and follow a path of leadership.

The NVC English Transfer Degree will help prepare students for more advanced composition and literary study at four-year Universities. Yet the skills it reinforces—analysis and interpretation, interpersonal communication, in-depth researching, understanding contexts, synthesizing information, building arguments and propositions–will also prepare any student for a range of career paths.

Career Opportunities

Studying English prepares you for a broad, diverse range of professional fields, including education, journalism, law, publishing, medicine, entertainment and fine arts. Indeed, every career or discipline depends on those who can effectively communicate, so no matter what your area of interest, English courses can make you a more effective and well-rounded job candidate.

Beyond careers in writing and teaching, opportunities for English majors abound, including as Business Managers, Sales Executives, Communications Officers and Executive Assistants; Policy Analysts, Business Administrators and Public Sector Administrators; Editing, Copywriting, and Content Development; Public Relations, Advertising, Marketing, and Brand Management; Tech Writers, Tech Developers, Social Media Managers, and Search Engine Optimization Specialists; Journalists and Reporters; Lawyers, Clerks and Paralegals; Grant Writers and Fundraisers; and many, many more.

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Degrees and Courses

Degrees

- English (AA-T) (p. 139)

Courses

- English (ENGL) (p. 244)
- English-Noncredit (ENGLNC) (p. 287)

English: AA-T Degree

The purpose of the Associate in Arts Transfer Degree in English is to provide students with a foundation of knowledge in English which satisfactorily prepares them for transfer to the CSU/UC system for further study towards a baccalaureate degree in English or a related field. Students will develop knowledge which will enable them to understand, evaluate, and apply writing, research and analysis skills. Students who complete the NVC English transfer degree will be prepared for upper division coursework in the major.

Career Opportunities

English majors use writing, research and analytical skills in a wide variety of career fields and professions. The Associate in Arts Transfer Degree in English especially benefits those pursuing careers in fields such as Communications, Marketing and Media Development, Education, and Law.

Program Learning Outcomes

1. Think, read, and write critically and/or creatively.
2. Write a unified, coherent, well supported, and grammatically correct document.
3. Demonstrate competent research and MLA documentation skills.

Degree Requirements

Code	Title	Units
Required Courses (4-6 units)		
Select one of the following options:		4-6
Option 1:		
ENGL-121	Advanced Composition and Literary Analysis	
ENGL-125	Advanced Composition & Critical Thinking	
Option 2:		
ENGL-123	Advanced Composition and Critical Thinking About Literature	
Required Electives: List A (6 units)		
Complete two courses from the following:		6
ENGL-213	Survey of British Literature 1	
ENGL-214	Survey British Literature 2	
ENGL-215	Survey of American Literature 1	
ENGL-216	Survey of American Literature 2	
Required Electives: List B (3-6 units)		
Select courses based on option chosen in Required Courses.		3-6
Option 1: Select three units from the following:		
Option 2: Select six units from the following:		
Any course from LIST A not already used		
ENGL-200	Introduction to Creative Writing 1	
ENGL-201	Introduction to Creative Writing 2	
ENGL-202	Introduction to Creative Writing 3	
ENGL-220	Shakespeare:Introduction	
ENGL-224	Survey of Native American Literature	
ENGL-226	Survey of African American Literature	
Required Electives: List C (3 units)		
Complete one course from the following:		3
Any List A or B course not already used.		
ENGL-228	Chicano and Latinx Literature	
Total Units		**18-19**

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

HISTORY

Department

Learning history and cultivating one's relationship to the past are among the oldest and most rewarding of human endeavors. The study of history can develop one's capacity for informed citizenship, critical thinking, and awareness of the forces that shape our lives. The History program at Napa Valley College offers introductory courses in American, world, women's, and diverse regional histories, designed to fulfill General Education requirements and to provide a comprehensive foundation for transfer.

Career Opportunities

The History major offers excellent preparation for careers in education, law, journalism, public relations, technical writing, fundraising and nonprofit work, consulting, museum and archival management, government service, and many other fields.

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Degrees and Courses

Degrees
- History (AA-T) (p. 141)

Courses
- History (HIST) (p. 251)

History: AA-T Degree

The Associate in Arts in History for Transfer degree (AA-T) provides a comprehensive foundation in History in preparation for transfer to baccalaureate programs in the California State University (CSU) system in History. To fulfill the requirements for this degree, students will complete the required and elective courses in the area of emphasis and the appropriate general education pattern totaling 60 semester CSU-transferable units. The following are required for all AA-T and AS-T degrees:

1. Completion of a minimum of 60 CSU-transferable semester units.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. (Note: While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.)
3. Completion of a minimum of 18 semester units with a "C" or better (or a "P" if the course is taken on a "pass-no pass basis") in all courses required as a part of an AA-T or AS-T major as identified by the college catalog. (Title 5 § 55063)
4. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth) OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern general education requirements.

Program Learning Outcomes

1. Demonstrate familiarity with major developments in American, world and regional histories.
2. Critically assess primary source evidence.
3. Use primary and secondary sources effectively to argue a historical thesis.

Degree Requirements

Code	Title	Units
Required Core Courses (12 units)		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-122	World History 1	3
HIST-123	World History 2	3
Required Electives: List A (3 units)		
Complete one course from the following:		3
HIST-140	History of Modern Latin America	
HIST-142	History of Mexico	
HIST-150	History of American Women 1600-1900	
HIST-152	History of American Women Since 1900	
Required Electives: List B (3 units)		
Complete one course from the following:		3
ANTH-121	Introduction to Cultural Anthropology	
ANTH-122	Magic, Witchcraft, and Religion	
ANTH-130	Introduction to Archaeology	
ANTH-131	Mesoamerican Archaeology	
ANTH-145	Medical Anthropology	
ANTH-150	Anthropology of Sex, Gender and Sexuality	
ANTH-180	The Anthropology of Childhood	
ANTH-200	Linguistic Anthropology	
ECON-120	Economic History of the U.S.	
HIST-140	History of Modern Latin America	
HIST-142	History of Mexico	
HIST-145	California History	
HIST-150	History of American Women 1600-1900	
HIST-152	History of American Women Since 1900	
POLI-120	Introduction to the Principles Of American Government	
POLI-125	Introduction to Modern Political Ideology	
PSYC-123	Social Psychology	
PSYC-135	Human Sexuality	
PSYC-175	Theories of Personality	
SOCI-120	Introduction to Sociology	
SOCI-122	Social Problems	
SOCI-123	Social Psychology	
SOCI-154	Sociology of Crime	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

HOSPITALITY, CULINARY AND TOURISM MANAGEMENT

Department

The hospitality industry in Napa Valley is growing along with its visitors and local services. Globally, the hospitality industry is the world's largest employer. The skills we teach in this program are life and business skills you can take anywhere you like. If you are just entering the job force or changing careers, you will have a significant head start in NVC's Hospitality, Culinary & Tourism Management Program.

The hospitality and culinary courses provide a solid base of world-class customer service training, supervisory skills and industry-specific topics. The classes are tailored to meet the needs of enrolled students while teaching the latest trends in the hospitality industry. Many of the classes are available in an 8-week online format.

Career Opportunities

Hospitality Manager, Supervisor, Line Cook, Prep. Cook

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Degrees and Certificates

Degrees

- Hospitality Management (AS-T) (p. 143)

Certificates

- Introductory Basic Culinary Skills (Skills Certificate) (p. 144)
- Intermediate Basic Culinary Skills (Skills Certificate) (p. 145)
- Hospitality Management (Certificate of Achievement) (p. 146)

Courses

- Hospitality, Culinary and Tourism Management (HCTM) (p. 252)

Hospitality Management: AS-T Degree

Hospitality Management: AS-T Degree

The Hospitality, Culinary, and Tourism Management Program is designed to expose students to the fundamentals of the hospitality industry; the second largest employer in the Napa Valley region. Students will receive in-depth training in the skills necessary to be successful in a leadership role in the service industry.

Career Opportunities

Front Line Supervisor, Restaurant Manager, Hotel Manager, Executive Housekeeper, Food and Beverage Manager, Sales and Meeting Manager, Kitchen Manager.

Program Learning Outcomes

1. Identify the areas of liability associated with the hospitality and tourism industry.
2. Identify career opportunities in the hospitality, culinary, and tourism management industry, and the required skills, knowledge and abilities of a successful leader in the hospitality industry.

Degree Requirements

Code	Title	Units
Required Core Courses (3 units)		
HCTM-120	Introduction to Hospitality Management	3
Required Electives: List A (9 units)		
Complete 3 courses from the following:		9
HCTM-100	Sanitation and Safety	
HCTM-110	Culinary Production and Operations For Hospitality Professionals	
HCTM-121	Hospitality Cost Control	
HCTM-122	Principles of Hotel Administration	
HCTM-124	Hospitality Law	
HCTM-125	Food, Beverage & Restaurant Management	
Required Electives: List B (6-8 units)		
Complete at least 2 courses from the following:		6-8
Any course from List A not already used.		
Total Units		18-20

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

General Education Pathway

These courses are recommended to be taken in addition to the required courses for the degree to meet the 60 unit requirement. Please consult a counselor for a education plan specific to you.

Code	Title	Units
AREA A: ENGLISH LANGUAGE COMMUNITATION AND CRITICAL THINKING		
(3 courses required, one each from A1, A2, and A3)		
AREA A1: ORAL COMMUNICATIONS		
(1 course: 3 semester or 4-5 quarter units)		3
SPCOM-126	Intercultural Communication	
or SPCOM-130	Small Group Communication	
AREA A2: ENGLISH COMPOSITION		
(1 course: 3 semester or 4-5 quarter units)		4
ENGL-120	College Compositon and Research	
AREA A3: CRITICAL THINKING		
(1 course: 3 semester or 4-5 quarter units)		3
ENGL-125	Advanced Composition & Critical Thinking	
PHIL-126	Contemporary American Ethics	
PHIL-131	Introduction to Logic and Critical Thinking	
AREA B: SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING		
(3-4 courses required, one each from B1, B2, B3 and B4)		
AREA B1, B2, B3: PHYSICAL & LIFE SCIENCES		
(2 courses: 6 semester units or 8-10 quarter units)		6
AREA B4: MATHEMATICS/QUANTITATIVE REASONING		
(1 course: 3 semester or 4-5 quarter units)		3
TECH-107	Technical Mathematics II	
AREA C: ARTS AND HUMANITIES		
(3 courses: 9 semester or 12-15 quarter units. Select 3 courses, with at least 1 course from C1 and 1 course from C2. The remaining course may be selected from either Area C1 or C2, for a total of at least 9 units).		9
AREA D: SOCIAL SCIENCES		
(3 courses: 9 semester or 12-15 quarter units. Select 3 courses with a maximum of 2 courses from the same discipline, for a total fo at least 9 units).		9
ECON-101	Principles of Microeconomics	
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	
Social Science Elective (3 units)		
AREA E: LIFELONG LEARNING AND SELF-DEVELOPMENT		
(1 course: 3 semester or 4-5 quarter units)		3
HELH-106	Personal & Community Health	
or SOCI-122	Social Problems	
Total Units		40

Introductory Basic Culinary Skills: Skills Certificate

The Introductory Basic Culinary Skills Certificate provides students with the skills and knowledge used in basic culinary positions within the food and beverage sector of the hospitality industry. Students will receive the training necessary to be successful in a basic culinary role, including sanitation, safety, and culinary operations and production.

Career Opportunities

Prep Cooks, Line Cooks, Foodservice Workers, Culinary Production Workers.

Program Learning Outcomes

1. Demonstrate knowledge of sanitation regulations, and be able to identify areas of workplace safety in the foodservice environment.
2. Demonstrate the ability to properly function in a commercial kitchen environment.

Certificate Requirements

Code	Title	Units
Required Courses (5 units)		
HCTM-100	Sanitation and Safety	2
HCTM-110	Culinary Production and Operations For Hospitality Professionals	3
Total Units		5

Intermediate Basic Culinary Skills: Skills Certificate

The Intermediate Basic Culinary Skills Certificate provides students with the skills and knowledge used in basic culinary positions within the food and beverage sector of the hospitality industry. Students will receive the training necessary to be successful in a basic culinary role, including sanitation, safety, culinary operations and production, baking and pastry production, and garde manger production.

Career Opportunities
Prep Cooks, Line Cooks, Food service Workers, Culinary Production Workers, Baking and Pastry Cooks, Banquet Cooks.

Program Learning Outcomes

1. Demonstrate critical thinking skills needed to assess and correct problems within food preparation, production, presentation, and service.
2. Apply the skills and knowledge appropriate for buffet presentation.

Certificate Requirements

Code	Title	Units
Required Courses (11 units)		
HCTM-100	Sanitation and Safety	2
HCTM-110	Culinary Production and Operations For Hospitality Professionals	3
HCTM-111	Introduction to Baking & Pastry	3
HCTM-112	Garde Manger	3
Total Units		11

Hospitality Management: Certificate of Achievement

The Hospitality Management Program is designed to expose students to the fundamentals of the hospitality industry, which is the second largest employer in the region. Students will receive in-depth training in skills necessary to be successful in the service industry.

Career Opportunities
Hospitality Supervisors and Managers.

Program Learning Outcomes

1. Identify the area of liability associated with the hospitality and tourism industry.
2. Identify career opportunities in the hospitality and tourism management industry and the required skills, knowledge and abilities of a successful employee in the industry.

Certificate Requirements

Code	Title	Units
Required Core Courses (14 units)		
HCTM-100	Sanitation and Safety	2
HCTM-110	Culinary Production and Operations For Hospitality Professionals	3
HCTM-120	Introduction to Hospitality Management	3
HCTM-121	Hospitality Cost Control	3
HCTM-124	Hospitality Law	3
Required Electives (3 units)		
Complete 1 course from the following:		3
HCTM-122	Principles of Hotel Administration	
HCTM-125	Food, Beverage & Restaurant Management	
Total Units		17

HUMAN SERVICES

Department

The Program is designed to teach students entry level helping skills to work in the high demand field of Human Services. Students will gain knowledge of human service delivery systems, case management techniques, and crisis intervention utilizing a person-centered, strength-based approach to engage with individuals, groups, and diverse populations. Students will practice their skills by completing a community -based internship under the supervision of the agency and NVC faculty gaining networking opportunities and contacts for future employment. Upon satisfactory completion of the courses, students will be able to utilize effective communication styles to assess and assist clients from diverse socioeconomic and cultural backgrounds in becoming self-sufficient. Advocate and use case management strategies that assist clients in overcoming challenges and identifying support systems throughout the community. Engage in ethical and legal practices, including adherence to the agency, state, and federal policies and procedures. Identify areas for self-improvement and pursue necessary education and training resources for professional development. The program also provides a solid foundation for students wishing to transfer to 2-year institutions pursuing degrees in social work, sociology, criminal justice, and psychology.

Career Opportunities

Students will have the opportunity to gain employment in entry-level positions jobs, including case aide, counselor, social workers, and case manager. Students will also be prepared to work, providing direct services, case management, and supportive counseling. They will be prepared to work with different populations, ages, and groups in a variety of settings, including health and human services, addictions, and non-profit agencies.

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Degrees and Certificates

Degrees
- Human Services (AS) (p. 148)

Certificates
- Human Services (Certificate of Achievement) (p. 149)

Courses
- Human Services (HSRV) (p. 253)

Human Services: AS Degree

The Human Services Program is designed to teach students entry level helping skills to work in the high demand field of Human Services. Students will gain knowledge of human service delivery systems; communication skills for working with individuals, groups and diverse populations; case management techniques; and will have field experiences in one or more human service agencies.

Career Opportunities

Case Aides; Community Organization Workers; Developmental Disability Assistants; Eligibility Workers; Employment Interviewers; Interviewing Clerks; Human Services Assistants; Senior Citizen Aides; Social Services Aides; Social Work Assistants; Welfare Eligibility Workers; Workforce Development Workers.

Program Learning Outcomes

1. Utilize effective communication styles to assess and assist clients from diverse socioeconomic and cultural backgrounds in becoming self-sufficient.
2. Advocate and use case management strategies that assist clients in overcoming challenges and identifying support systems throughout the community.
3. Engage in ethical and legal practices including adherence to agency, state, and federal policies and procedures.
4. Identify areas for self-improvement, and pursue necessary education and/or training resources for professional development.

Degree Requirements

Code	Title	Units
Required Courses		
HSRV-120	Introduction to Human Services	3
HSRV-122	Helping Skills in Human Services	3
HSRV-124	Working With Diverse Populations	3
HSRV-126	Case Management in Human Services	3
HSRV-130	Crisis Intervention in Human Services	3
HSRV-190	Field Studies 1	3
Total Units		18

Notes

1. The following courses are recommended electives for the degree; ADS-100, ADS-120, ADS-125, ADS-132, ADS-134, ADS-193, ADS-194, ANTH-120, HELH-106, HEOC-100, HEOC-172, HSRV-131, HUMA-112, HUMA-113, HUMA-160, HUMA-174, HUMA-186, LGBT-120, PSYC-120, PSYC-123, PSYC-124, PSYC-125, PSYC-126, PSYC-128, PSYC-135, PSYC-175, SPAN-110, SPAN-111, SPAN-120, SPCOM-120, SPCOM-124, SPCOM-126, SPCOM-130.
2. ADS-100**,** ADS-120 and HSRV-131 are highly recommended courses for the degree.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
HSRV-120	Introduction to Human Services	3
HSRV-124	Working With Diverse Populations	3
ENGL-120	College Compositon and Research	4
Recommended Electives [1]		3
	Units	13
Spring		
HELH-106	Personal & Community Health (May substitute with 3 units of PHYE or DANS)	3
HSRV-122	Helping Skills in Human Services	3
HSRV-126	Case Management in Human Services	3
NVC GE Area D2: Mathematics [2]		3-5
	Units	12-14
Summer		
Recommended Electives [1]		3
	Units	3
Second Year		
Fall		
HSRV-130	Crisis Intervention in Human Services	3
HSRV-190 or ADS-193	Field Studies 1 or Supervised Practicum for Addiction Studies 1	3
Recommended Electives [1]		9
	Units	15
Spring		
Recommended Electives [1]		9
NVC GE Area A: Natural Science [3]		3-5
NVC GE Area B: Social & Behavioral Science [4]		3-5
NVC GE Area C: Humanities [5]		3
	Units	18-22
	Total Units	61-67

1. ADS-100**,** ADS-120 and HSRV-131 are highly recommended courses for the degree.
   Recommended Electives: The following courses are recommended to meet the minimum 60 unit degree requirement: HEOC-101, PSYC-124, PSYC-135, SPCOM-120, SPCOM-122, SPCOM-124, SPCOM-126, SPCOM-128.
2. The math proficiency graduation requirement may be met by completing any course in Area D2 of the Napa Valley College General Education pattern. The recommended course is MATH-95, or MATH-232 if transfer to a four year institution is an academic goal. Always consult a Counselor.
3. Natural Science General Education Requirement: ANTH-120, HEOC-100 are recommended.
4. Social and Behavioral Science General Education Requirement: ADMJ-121, CFS-120, PSYC-120, PSYC-125, PSYC-126, SOCI-120, SOCI-122 are recommended electives.
5. Humanities General Education Requirement: ASL-120, HUMA-112, HUMA-113, HUMA-160, HUMA-174, HUMA-186, SPAN-111, SPAN-120 are recommended electives.

Human Services: Certificate of Achievement

The Human Services Program is designed to teach students entry level helping skills to work in the high demand field of Human Services. Students will gain knowledge of human service delivery systems; communication skills for working with individuals, groups and diverse populations; case management techniques; and will have field experiences in one or more human service agencies. Counseling courses are offered one time per academic year.

Career Opportunities

Case Aides; Community Organization Workers; Developmental Disability Assistants; Eligibility Workers; Employment Interviewers; Interviewing Clerks; Human Services Assistants; Senior Citizen Aides; Social Services Aides; Social Work Assistants; Welfare Eligibility Workers; Workforce Development Workers

Program Learning Outcomes

1. Utilize effective communication styles to assess and assist clients from diverse socioeconomic and cultural backgrounds in becoming self-sufficient.
2. Advocate and use case management strategies that assist clients in overcoming challenges and identifying support systems throughout the community.
3. Engage in ethical and legal practices including adherence to agency, state, and federal policies and procedures.
4. Identify areas for self-improvement, and pursue necessary education and/or training resources for professional development.

Certificate Requirements

Code	Title	Units
Required Courses		
HSRV-120	Introduction to Human Services	3
HSRV-122	Helping Skills in Human Services	3
HSRV-124	Working With Diverse Populations	3
HSRV-126	Case Management in Human Services	3
HSRV-130	Crisis Intervention in Human Services	3
HSRV-190	Field Studies 1	3
Total Units		18

HUMANITIES

Department

The mission of the Humanities (HUMA) Department is to equip students with the tools to critically examine the interplay between artistic, philosophical, historical, political, religious, and cultural issues as factors influencing humanity and the spectrum of human expression. The HUMA Department strives toward building and strengthening students' understanding of cultures within and outside of the United States. Students will also have an understanding and appreciation of the contributions and perspectives of prominent women and men, including those from diverse ethnic, socioeconomic, sexuality, disability, and religious backgrounds.

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Degrees and Courses

Degrees

- Ethnic Studies (AA) (p. 151)
- Social Justice Studies-Ethnic Studies (AA-T) (p. 152)

Courses

- Humanities (HUMA) (p. 254)

Ethnic Studies: AA Degree

The Associate's of the Arts Degree in Ethnic Studies will provide students with a critical understanding of the complex and diverse experiences and contributions of major ethnic groups in the United States including African-Americans, Mexican-Americans/Latina(o)-Americans, Asian Pacific Islander-Americans, and Native-Americans.

Career Opportunities

As mentioned above, an Associate's of the Arts Degree in Ethnic Studies can prepare the students for a major in Ethnic Studies at a university. With a Bachelor's of the Arts Degree in Ethnic Studies, one can choose to obtain a teacher's credential or pursue a Master's of the Arts Degree or Doctorate in Ethnic Studies or American Studies. One can chose to teach in the areas of humanities, social sciences, and/or English, or specifically ethnic studies or work as a diversity coordinator at K-12 level, community college or university level. One could also work for corporations, nonprofit organizations, or government agencies with mission related to serving underrepresented communities. This critical knowledge can also be of benefit to those in the following professions: law, community organizing, housing development, journalism, radio/television, mental health, and medicine.

Program Learning Outcomes

1. Demonstrate an understanding of the intersection of culture, ethnicity, race, gender, class and sexual orientation within major ethnic groups in the United States.
2. Critically assess the artistic, religious, philosophical, social, and historical influences of diverse ethnic groups on the development of society of the United States.
3. Critically assess the interplay between gender, class, religion, ethnicity and sexuality when examining women of various ethnic backgrounds in the United States.

Degree Requirements

Code	Title	Units
Required Core Courses (18 units)		
HUMA-100	The American Mind 1	3
HUMA-101	The American Mind 2	3
HUMA-112	Introduction to Africana Studies	3
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	3
HUMA-151	Women's Ethnic Heritage	3
HUMA-160	Filipina(o)-American Heritage	3
Restricted Electives: List A (3 units)		
Complete one course from the following:		3
ENGL-224	Survey of Native American Literature	
ENGL-226	Survey of African American Literature	
SPCOM-126	Intercultural Communication	
Restricted Electives: List B (3 units)		
Complete one course from the following:		3
ANTH-150	Anthropology of Sex, Gender and Sexuality	
HIST-150	History of American Women 1600-1900	
HIST-152	History of American Women Since 1900	
PSYC-128	Cross-Cultural Psychology	
Restricted Electives: List C (3 units)		
Complete one course from the following:		3
FILM-110	Culture and Gender in Film	
MUSI-114	Survey & History of Jazz	
THEA-105	Culture and Gender in Theater	
Total Units		27

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Social Justice Studies-Ethnic Studies: AA-T Degree

The Social Justice Studies-Ethnic Studies: AA-T degree will provide a comprehensive foundation in ethnic studies in preparation for transfer to baccalaureate programs in the California State University system. Students will gain a critical understanding of the complex and diverse experiences and contributions of major ethnic groups in the United States including African Americans, Mexican Americans/Latina(o)-Americans, Asian Pacific Islander Americans, and Native Americans. To fulfill the requirements for this degree, students will complete the required and elective courses listed below and the appropriate general education pattern (CSU GE or IGETC) totaling 60 semester CSU-transferable units. The total units for the Ethnic Studies major is 18.

Career Opportunities

The Social Justice Studies-Ethnic Studies: AA-T degree will prepare students for a major in Ethnic Studies at a four-year institution. With a Bachelor's of the Arts Degree in Ethnic Studies, one can choose to obtain a teacher's credential or pursue a Master's of the Arts Degree or Doctorate in Ethnic Studies or American Studies. One can chose to teach in the areas of humanities, social sciences, and/or English, or specifically ethnic studies or work as a diversity coordinator, cultural center coordinator, or director of equity and inclusivity at the K-12 level, community college, or university level. One could also work for corporations, nonprofit organizations, or government agencies with a mission related to serving underrepresented communities. This critical knowledge can also benefit those in the following professions: law, community organizing, housing development, journalism, radio/television/entertainment, mental health, and medicine.

Program Learning Outcomes

1. Demonstrate an understanding of the intersection of culture, ethnicity, race, gender, class and sexual orientation within major ethnic groups in the United States.
2. Critically assess the artistic, religious, philosophical, social, and historical influences of diverse ethnic groups on the development of society in the United States.
3. Compare and contrast the struggles for social justice of diverse ethnic groups in the United States.

Degree Requirements

Code	Title	Units
Required Core Courses (9 units)		
Complete the following courses;		
HUMA-101	The American Mind 2	3
HUMA-151	Women's Ethnic Heritage	3
HUMA-112	Introduction to Africana Studies	3
or HUMA-113	Introduction to Mex-American and Chicana(o) Studies	
or HUMA-160	Filipina(o)-American Heritage	
Restricted Electives		
Complete three courses from at least two of the following areas:		9
AREA 1: History of Government		
HIST-140	History of Modern Latin America	
HIST-142	History of Mexico	
HIST-150	History of American Women 1600-1900	
HIST-152	History of American Women Since 1900	
AREA 2: Arts and Humanities		
HUMA-100	The American Mind 1	
HUMA-112	Introduction to Africana Studies	
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	
HUMA-125	Introduction to Latin American Studies	
HUMA-160	Filipina(o)-American Heritage	
HUMA-174	Culture and Gender in Theater	
HUMA-186	Culture and Gender in Films	
ENGL-224	Survey of Native American Literature	
ENGL-226	Survey of African American Literature	
MUSI-114	Survey & History of Jazz	
AREA 3: Social Science		
ANTH-150	Anthropology of Sex, Gender and Sexuality	
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	
SOCI-123	Social Psychology	
SPCOM-126	Intercultural Communication	
AREA 4: Quantitative Reasons and Research Methods		
MATH-232	Statistics	
AREA 5: Major Preparation		
HUMA-100	The American Mind 1	
HUMA-112	Introduction to Africana Studies	
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	
HUMA-160	Filipina(o)-American Heritage	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

KINESIOLOGY

Department

The Kinesiology department offers a variety of courses that are designed to meet a range of student interests, needs and abilities. The emphasis is on the education and development of attitudes and behaviors consistent with lifelong fitness. The Napa Valley College kinesiology curriculum offers a variety of courses designed to prepare students for transfer to the four-year level college. The Associates of Arts in Kinesiology for Transfer degree prepares students for advanced study in a number of exercise and movement related fields. Graduates will be prepared for further study or careers in teaching, coaching, adapted physical education, allied health fields, health and fitness industries, sports industries, or exercise and movement science.

Career Opportunities

Career opportunities in teaching, coaching, athletic training, physical therapy, personal training, fitness instruction and fitness club administration.

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Degrees and Courses

Degrees
- Kinesiology (AA-T) (p. 154)

Courses
- Kinesiology (KINE) (p. 255)

Kinesiology: AA-T Degree

Kinesiology is the study of human movement. The curriculum offered at Napa Valley College is designed to prepare the student for transfer to the four-year level college/university. The Associate in Arts in Kinesiology for Transfer Degree prepares students for advanced study in a number of exercise and movement related fields. Graduates of this program will be prepared for further study or careers in teaching, coaching, adapted physical education, allied health fields, health and fitness industries, sport industries, or exercise and movement science. The Associate in Arts in Kinesiology for Transfer degree (AA-T) provides a comprehensive foundation in Kinesiology in preparation for transfer to baccalaureate programs in the California State University (CSU) system in Kinesiology. To fulfill the requirements for this degree, students will complete the required and elective courses in the area of emphasis and the appropriate general education pattern totaling 60 semester CSU-transferable units. A minimum overall GPA of 2.0 and the minimum grade of "C" (or "P") for each course in the major.

Program Learning Outcomes

1. Use basic principles of health and wellness to develop an informed, personal approach to mental and physical health.
2. Understand the principles of lifetime fitness and incorporate fitness activities into a healthy and active lifestyle.
3. Acquire knowledge and demonstrate skills to safely engage in physical activity.

Degree Requirements

Code	Title	Units
Required Core Courses (13 units)		
KINE-201	Introduction to Kinesiology	3
BIOL-218	Human Anatomy	5
BIOL-219	Human Physiology	5
Required Movement Based Courses		
Complete a maximum of one course from three of the following areas:		3
Area 1: Aquatics		
KINE-100	Swimming	
KINE-100B	Intermediate Swimming	
KINE-102A	Water Exercise-Beginning	
KINE-102B	Water Exercise (Deep Water)	
KINE-147	Swim for Fitness	
Area 2: Combatives		
KINE-131	Cardio Kickboxing	
KINE-131B	Intermediate Cardio Kickboxing	
KINE-139	Kickboxing With Jeet Kune Do Concepts Level 1	
Area 3: Dance		
DANS-128A	Salsa and Latin Social Dance I	
DANS-128B	Salsa & Latin Social Dance II	
DANS-132	Introduction to Dance	
DANS-134	Ballet Level I	
DANS-134B	Ballet II	
DANS-135	Street Jazz (Beginning Hip Hop)	
DANS-136	Jazz Dance I	
DANS-136B	Jazz Dance II	
DANS-137A	Tap Dance 1	
DANS-138	Modern Dance Level I	
DANS-138B	Modern Dance II	
DANS-154	Mat Pilates	
DANS-154B	Intermediate Pilates	
Area 4: Fitness		
DANS-133	Barre Fitness	
KINE-103	Fitness for Life	
KINE-129	Spinning	
KINE-129B	Intermediate Spinning	
KINE-130	Yoga	
KINE-130B	Intermediate Yoga	
KINE-133	Body Sculpting	
KINE-133B	Intermediate Body Sculpting	
KINE-146	Fitness Flexibility	
KINE-146B	Intermediate Fitness and Flexibility	
KINE-148	Walking for Fitness	
KINE-148B	Intermediate Walking for Fitness	
KINE-149	Physical Fitness	
KINE-149B	Intermediate Physical Fitness	
KINE-151	Weight Training	
KINE-151B	Intermediate Weight Training	
KINE-151C	Olympic Weight Training	
KINE-154	Mat Pilates	
KINE-154B	Intermediate Pilates	
Area 5: Individual Sports		
KINE-112	Golf	
KINE-112B	Intermediate Golf	
KINE-113	Badminton	
KINE-113B	Intermediate Badminton	
KINE-123	Tennis	
KINE-123B	Intermediate Tennis	
KINE-125	Volleyball	
KINE-125B	Intermediate Volleyball	
KINE-127	Sand Volleyball	
KINE-127B	Intermediate/Advanced Sand Volleyball	
KINE-172	Rugby	
Required Electives: List A (6-9 units)		
Complete two courses from the following:		6-9
BIOL-105	Human Biology	
or BIOL-120	General Biology	
CHEM-120	General Chemistry 1	
HELH-100	Community First Aid & Safety	
MATH-232	Statistics	
PHYS-120	General Physics 1	
Total Units		22-25

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

LGBT EDUCATION

Department

The LGBT Education Program prepares students pursuing careers in a variety of fields that serve LGBTQ populations. This program supports students currently earning certificates or degrees in child development, education, criminal justice, human services, all health occupations, business and hospitality. It is ideal for anyone work with and serving members of the LGBTQ community. The program also prepares students for transfer to colleges and universities offering advanced degrees in LGBT Studies.

The interdisciplinary nature of the program and its attention to diversity and inclusivity in occupations that serve the public, provides valuable career training for future and incumbent teachers who are required to deliver curriculum required by California's Fair and Inclusive Education Act; prepares those entering or currently serving in the variety of health occupations and criminal justice positions with necessary information to better serve patients and the public; uniquely prepares those entering skilled technical careers with information and tools to work within a diverse group of colleagues. Furthermore, it is ideal for anyone interested in working for non-profit organizations related to the LGBT community.

Career Opportunities

A degree or certification in LGBT education supports the work of educators, health care and emergency medical professionals, criminal justice professions, human services professions, business professionals, and those seeking work in the hospitality industry. Knowledge about sexual orientation and gender identity minorities is essential for anyone working in in a job that interacts with other people.

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Degrees and Certificates

Degrees

- LGBT Education (AS) (p. 156)

Certificates

- LGBT Studies (Certificate of Achievement) (p. 157)
- LGBT Education for Educators: Certificate of Achievement (p. 158)
- LGBT Education for Health Care Professionals: Certificate of Achievement (p. 159)
- LGBTQ Community Awareness Noncredit (Certificate of Completion) (p. 160)

Courses

- Lesbian, Gay, Bisexual and Transgender (LGBT) (p. 259)
- Lesbian, Gay, Bisexual and Transgender-Noncredit (LGBTNC) (p. 288)

LGBT Education: AS Degree

This degree program provides students with comprehensive study in the area of lesbian, gay, bisexual, and transgender community issues related to the community, family and education. The degree supports students pursuing careers in health occupations, criminal justice, education, child development, human services, and hospitality. It provides a foundation for transfer to institutions offering a 4-year degree in LGBT studies.

Career Opportunities

Organizations, such as the Napa LGBTQ Connection, are creating jobs with degree requirements. They need people who have specialized training and knowledge related to sexual orientation and gender non-conforming minorities. This degree will provide will support students seeking a career in social services, non-profit organizations as well as traditional careers in health occupations, criminal justice, human services, child development, education, and hospitality.

Program Learning Outcomes

1. Explain the difference between sexual orientation and gender identity and define the terms people use to identify their sexual orientation and gender identity.
2. Identify the people and events that have influenced LGBT history and explain how they shaped the views of LGBT people in the family, education, and community.
3. Explain how racial, cultural, and religious identities intersect with sexual orientation and gender identity within families, education, and the community.
4. Discuss current issues faced by sexual orientation and gender non-conforming minorities in the family, education and community.

Degree Requirements

Code	Title	Units
Required Core Courses (18 units)		
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3
LGBT-121	LGBT Communities, Family & Education in the 21st Century	3
LGBT-122	Transgender Identities and Issues	3
LGBT-123	AIDS in the LGBT Community and Beyond	3
PSYC-135	Human Sexuality	3
SOCI-130	Introduction to Queer Studies	3
Required Electives (6 units)		
Complete 2 courses from the following:		6
LGBT-190	LGBT Internship	
CFS-140	The Child, Family and Community	
HSRV-124	Working With Diverse Populations	
HUMA-186	Culture and Gender in Films	
PHIL-137	Comparative Religions	
PSYC-125	Human Development	
Total Units		24

LGBT Studies: Certificate of Achievement

This certificate provides students with a concentrated study of lesbian, gay, bisexual, and transgender issues related to the family, education, and the community. Students will explore a wide range of topics related to how people identify their sexuality and gender and how those identities are impacted and influenced in the family, in schools, and throughout the community. Completion of this certificate can prepare students for work in health occupations, criminal justice, human services, education, child development, and hospitality. It can also prepare students for transfer to another institution offering a degree in LGBT Studies. To fulfill requirements for this certificate, students must complete the required courses and electives as outlined below.

Program Learning Outcomes

1. Explain the difference between sexual orientation and gender identity and define the terms people use to identify their sexual orientation and gender identity.
2. Identify the people and events that have influenced LGBT history and explain how they shaped the views of LGBT people in the family, education, and community.
3. Explain how racial, cultural, and religious identities intersect with sexual orientation and gender identity within families, education, and the community.
4. Discuss current issues faced by sexual orientation and gender non-conforming minorities in the family, education and community.

Certificate Requirements

Code	Title	Units
Required Core Courses (18 units)		
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3
LGBT-121	LGBT Communities, Family & Education in the 21st Century	3
LGBT-122	Transgender Identities and Issues	3
LGBT-123	AIDS in the LGBT Community and Beyond	3
PSYC-135	Human Sexuality	3
SOCI-130	Introduction to Queer Studies	3
Required Electives		
Complete 3 units from the following:		3
LGBT-190	LGBT Internship	
CFS-140	The Child, Family and Community	
HSRV-124	Working With Diverse Populations	
HUMA-186	Culture and Gender in Films	
PSYC-125	Human Development	
PHIL-137	Comparative Religions	
Total Units		21

LGBT Education for Educators: Certificate of Achievement

This certificate provides students with a concentrated study of lesbian, gay, bisexual, and transgender issues for educators, child care workers, counselors, administrators and staff. Completion of this certificate can prepare students to deliver curriculum required by the Fair and Inclusive Education Act.

Career Opportunities

According the National Center for Education Statistics, in 2013 there are 266,255 teachers currently working in 1181 school districts in California public schools. Napa Valley College provides one of only three accredited LGBT education programs in California. There are few other sources of this training for educators in California.

Program Learning Outcomes

1. Explain the difference between sexual orientation and gender identity and define the terms people use to identify their sexual orientation and gender identity.
2. Discuss the challenges non-gender conforming persons face in the community, family and workforce including education.

Certificate Requirements

Code	Title	Units
Required Courses		
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3
LGBT-121	LGBT Communities, Family & Education in the 21st Century	3
LGBT-122	Transgender Identities and Issues	3
Total Units		9

LGBT Education for Health Care Professionals: Certificate of Achievement

This certificate provides students with a concentrated study of lesbian, gay, bisexual, and transgender issues for health care professionals. Students will explore a wide range of topics related to how people identify their sexuality and gender and how those identities have been impacted by HIV/AIDS.

Career Opportunities

According to the State of California Labor Workforce Development Agency Employment Department, there were 1.1 million health care worker employed in California in 2010. Employment in health care fields is expected to grow steadily. Napa Valley College offers one of only three LGBT education programs at a Community College in California.

Program Learning Outcomes

1. Explain the difference between sexual orientation and gender identity and define the terms people use to identify their sexual orientation and gender identity.
2. Explain how the HIV virus infects the human body and how it is transmitted.

Certificate Requirements

Code	Title	Units
Required Courses		
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	3
LGBT-122	Transgender Identities and Issues	3
LGBT-123	AIDS in the LGBT Community and Beyond	3
Total Units		9

LGBTQ Community Awareness (Noncredit): Certificate of Completion

The LGBTQ Community Awareness Certificate Program provides basic education related to sexual orientation and gender identity minorities. This program provides individuals with knowledge and essential workplace skills for decision making and communication skills for working in industries that engage with the LGBTQ community as employees, colleagues, and as clients.

Career Opportunities

This certificate will help new and incumbent workers by providing additional knowledge and skills related to the workplace and customer service, including decision making and communication skills. Students who complete this program will be better prepared for supervisory and management positions.

Certificate Requirements

Code	Title	Units
Required Courses		
LGBTNC-600	LGBT Community Awareness for the Workforce	0
LGBTNC-610	Safe Space Training for Educators	0
Total Units		0

MACHINE TOOL TECHNOLOGY

Department

NVC's Machine Tool Technology Program can give you the training needed to set up and operate conventional machine tools and modern machining and turning centers. The program provides experience in using computers to program modern computer numerical controlled (CNC) machines. Your coursework will include classes in setting up and operating basic machine tools, such as lathes, milling machines, drill presses, surface grinders, and CNC machines. Preparation also covers precision measuring skills, blueprint reading, cutting tool design, machine tool operation, and fundamentals of welding, drafting, shop math, photography, and physics.

Career Opportunities

The program can prepare you for a variety of machine tool careers including, but not limited to:

- CNC operator, using CNC machinery to produce metal or plastic parts
- CNC programmer, setting up and programming CNC machines
- Apprentice, serving four years to become a journeyman
- Journeyman machinist, reading and interpreting blueprints and specification and operating all machine tools to construct and repair metal parts
- Tool and die maker, using the highest degree of skill in the machinist's art
- Automotive machinist
- Moldmaker for the plastics industry
- Winery maintenance mechanic
- Pre-engineering

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Degrees and Certificates

Degrees
- Machine Tool Technology (AS) (p. 162)

Certificates
- Machine Tool Technology-One Year (Local Certificate) (p. 164)
- Machine Tool Technology (Certificate of Achievement) (p. 163)

Courses
- Machine Tool Technology (MACH) (p. 260)

Machine Tool Technology: AS Degree

This program prepares students for employment in the machinist and/or toolmaking trade. The courses cover setting up and operating basic machine tools such as lathes, milling machines, drill presses, and grinders. Computerized machine tool programming and operation is also included. Emphasis is placed on the manufacture of component machine parts, using the materials removal process for metals and plastics. The course of study also includes precision measuring skills, blueprint reading, cutting tool design, shop mathematics, and efficient and economical sequencing of machine tooling operations.

Program Learning Outcomes

1. Demonstrate good work and safety habits while using hand tools and power equipment.
2. Perform basic machining operations on lathes, mills, surface grinders and drill presses.
3. Perform basic measuring functions, calculating all required math, using precision measuring tools.
4. Read engineering drawings to accomplish required operations on machine tools.
5. Set-up, operate, program basic CNC lathes and mills and accomplish advanced lathe and mill processes, while working independently.

Degree Requirements

Code	Title	Units
Required Courses		
MACH-110	Machine Technology 1	7
MACH-111	Machine Technology 2	7
MACH-210	Machine Technology 3	7
MACH-211	Machine Technology 4	7
DDGT-110	Technical Drawing Fundamentals	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
TECH-92	Technical Mathematics 1	3
TECH-107	Technical Mathematics II	3
WELD-100	Welding Theory & Practice 1	3
Total Units		44

Notes

1. All courses required to complete the major must be completed with a grade of "C" or better. Consultation with the Program Coordinator is required.
2. Transfer to a baccalaureate degree granting institution: Consult the catalog of the college or university of your choice and a Napa Valley College counselor for specific requirements.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
MACH-110	Machine Technology 1	7
TECH-92	Technical Mathematics 1	3
NVC GE Area B: Social and Behavioral Science		3
NVC GE Area E: Multicultural/Gender Studies		3
	Units	16
Spring		
MACH-111	Machine Technology 2	7
TECH-107	Technical Mathematics II	3
WELD-100	Welding Theory & Practice 1	3
NVC GE Area D1: English Composition		3-4
	Units	16-17
Second Year		
Fall		
MACH-210	Machine Technology 3	7
DDGT-110	Technical Drawing Fundamentals	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
	Units	14
Spring		
MACH-211	Machine Technology 4	7
NVC GE Area C: Humanities		3
NVC GE Area D3: Communication and Analytical Thinking		3
Graduation Requirement: Physical Education/Health		3
	Units	16
	Total Units	62-63

Machine Tool Technology: Certificate of Achievement

This program prepares students for employment in the machinist and/or toolmaking trade. The courses cover setting up and operating basic machine tools such as lathes, milling machines, drill presses, grinders. Computerized machine tool programming and operation is also included. Emphasis is placed on the manufacture of component machine parts, using the materials removal process for metals and plastics. The course of study also includes precision measuring skills, blueprint reading, cutting tool design, shop mathematics, and efficient and economical sequencing of machine tooling operations.

Program Learning Outcomes

1. Demonstrate good work and safety habits while using hand tools and power equipment.
2. Perform basic machining operations on lathes, mills, surface grinders and drill presses.
3. Perform basic measuring functions, calculating all required math, using precision measuring tools.
4. Read engineering drawings to accomplish required operations on machine tools.
5. Set-up, operate, program basic CNC lathes and mills and accomplish advanced lathe and mill processes, while working independently.

Certificate Requirements

Code	Title	Units
Required Courses		
MACH-110	Machine Technology 1	7
MACH-111	Machine Technology 2	7
MACH-210	Machine Technology 3	7
MACH-211	Machine Technology 4	7
DDGT-110	Technical Drawing Fundamentals	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
TECH-92	Technical Mathematics 1	3
TECH-107	Technical Mathematics II	3
WELD-100	Welding Theory & Practice 1	3
Total Units		44

Machine Tool Technology-One Year: Local Certificate

Code	Title	Units
Required Courses (14 units)		
MACH-110	Machine Technology 1	7
MACH-111	Machine Technology 2	7
Total Units		14

MATHEMATICS

Department

The Napa Valley College Mathematics Department strives to make mathematics accessible and meaningful by employing diverse teaching methods in courses emphasizing vital quantitative skills and qualitative reasoning ability. Our goal is to ensure that all students receive the instruction and support necessary to become confident, independent, and successful lifelong learners, capable of achieving their academic and professional goals.

Math Placement information can be found on the Admissions Requirements section (p. 25) of the catalog.

The Math Success Center at Napa Valley College helps students improve their math skills by assisting them individually and in small groups. Services include drop-in appointments, assistance with homework assignments, exam preparation, free computer access and online tutoring through *Smarthinking*, and more. For more details, please see the Math Success Center webpage (http://www.napavalley.edu/academics/MathCenter/Pages/MathCenterHome.aspx).

Career Opportunities

Math majors can be successful in many different careers! For a list of some possible career choices please see weusemath.org (http://weusemath.org/?page_id=800).

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Degrees and Courses

Degrees
- Mathematics (AS-T) (p. 166)

Courses
- Mathematics (MATH) (p. 260)

Mathematics: AS-T Degree

The Mathematics AS-T prepares students to transfer to a CSU majoring in mathematics.

Program Learning Outcomes

1. Generate and analyze graphs.
2. Solve application problems.
3. Implement computational procedures.
4. Write mathematical proofs.

Degree Requirements

Code	Title	Units
Required Core Courses (15 units)		
MATH-120	Calculus I	5
MATH-121	Calculus II	5
MATH-221	Multivariable Calculus	5
Required Electives: List A (3 units)		
Complete 1 of the following courses:		3
MATH-220	Linear Algebra	
MATH-222	Differential Equations	
Required Electives: List B (3 units)		
Complete 1 of the following courses:		3
MATH-232	Statistics	
Total Units		21

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Calculus Semester Sequencing

Course	Title	Units
First Year		
Fall		
MATH-120	Calculus I	5
	Units	5
Spring		
MATH-121	Calculus II	5
	Units	5
Second Year		
Fall		
MATH-221	Multivariable Calculus	5
	Units	5
Spring		
MATH-220 or MATH-222	Linear Algebra or Differential Equations	3
MATH-232	Statistics	3
	Units	6
	Total Units	21

Pre-Calculus Semester Sequencing

Course	Title	Units
First Year		
Fall		
MATH-106	College Algebra	4
	Units	4
Spring		
MATH-108	Trigonometry	3
	Units	3
Second Year		
Fall		
MATH-120	Calculus I	5
	Units	5
Spring		
MATH-121	Calculus II	5
	Units	5
Third Year		
Fall		
MATH-221	Multivariable Calculus	5
	Units	5
Spring		
MATH-220 or MATH-222	Linear Algebra or Differential Equations	3
MATH-232	Statistics	3
	Units	6
	Total Units	28

MUSIC

Department

Napa Valley College Music department serves students from all parts of the North Bay Area who have an interest in individual development and group performances. Our students include lifelong learners, seasoned musicians, transfer students and dual-enrolled high school students. The degree programs are designed to offer students a comprehensive foundation in music as well as two areas of emphasis; vocal and instrumental music. Each degree provides a basic foundation in music fundamentals, theory and history and preparation for transfer.

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Degrees and Courses

Degrees

- Music (AA-T) (p. 170)
- Music-Instrumental (AA) (p. 168)
- Music-Vocal (AA) (p. 169)
- Musical Theater (AA) (p. 171)

Courses

- Music (MUSI) (p. 263)
- Music-Noncredit Older Adults (MUSINC) (p. 288)

Music-Instrumental: AA Degree

This degree provides a basic foundation in music for students interested in pursuing a career in the musical entertainment industry. As part of this degree, students will have an Instrumental Emphasis in music. To fulfill the requirements for this degree, students will complete the required courses and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Career Opportunities
Entertainment: theatrical, musical, and media professionals.

Program Learning Outcomes

1. Hear, identify and manipulate with fluency in sound and notation the elements of music such as rhythm, melody, harmony, structure, timbre, and texture.
2. Demonstrate proficiency in solo and collaborative performance including technical competency, sight-reading, interpretive skill and artistic self-expression.
3. Think, speak and write clearly and effectively about music.

Degree Requirements

Code	Title	Units
Required Core Courses (12 units)		
MUSI-112	Survey & Appreciation of Music	3
MUSI-121	Music Theory I	3
MUSI-122	Music Theory II	3
MUSI-120A	Musicianship I	1
MUSI-235	Class Piano III	2
Required Electives (13 units)		
Complete 13 units from the following courses:		13
MUSI-114	Survey & History of Jazz	
MUSI-120B	Musicianship II	
MUSI-120C	Musicianship III	
MUSI-120D	Musicianship IV	
MUSI-135	Class Piano I	
MUSI-138	Class Piano II	
MUSI-140	Guitar I	
MUSI-142	Guitar II	
MUSI-152	Guitar Ensemble	
MUSI-176	Repertory Orchestra	
MUSI-181	Jazz Ensemble	
MUSI-185	Stage Band	
MUSI-179	Repertory Wind Ensemble	
MUSI-238	Class Piano IV	
MUSI-240	Guitar III	
MUSI-242	Guitar IV	
MUSI-280	Instrumental Performance Seminar	
Total Units		25

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Music-Vocal: AA Degree

This degree provides a basic foundation in music for students interested in pursuing a career in the musical entertainment industry. As part of this degree, the students will select a vocal music emphasis. To fulfill the requirements for this degree, students will complete the required courses and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Career Opportunities
Entertainment: musical, theatrical and media professionals.

Program Learning Outcomes

1. Hear, identify and manipulate with fluency in sound and notation the elements of music such as rhythm, melody, harmony, structure, timbre, and texture.
2. Demonstrate proficiency in solo and collaborative performance including technical competency, sight-reading, interpretive skill and artistic self-expression.
3. Think, speak and write clearly and effectively about music.

Degree Requirements

Code	Title	Units
Required Core Courses (14 units)		
MUSI-112	Survey & Appreciation of Music	3
MUSI-120A	Musicianship I	1
MUSI-121	Music Theory I	3
MUSI-122	Music Theory II	3
MUSI-130	Voice I	2
MUSI-238	Class Piano IV	2
Required Electives (11 units)		
Complete 11 units from the following courses:		11
MUSI-120B	Musicianship II	
MUSI-120C	Musicianship III	
MUSI-132	Voice II	
MUSI-135	Class Piano I	
MUSI-138	Class Piano II	
MUSI-160	College Chorale	
MUSI-161	Vocal Ensemble, Prima voce	
MUSI-166	Women's Chorale	
MUSI-169	Men's Chorale	
MUSI-230	Voice III	
MUSI-232	Voice IV	
MUSI-235	Class Piano III	
MUSI-260	Vocal Performance Seminar	
MUSI-266	Women's Ensemble	
Total Units		25

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Music: AA-T Degree

This degree option provides a comprehensive foundation in music preparation for transfer to Baccalaureate programs for instrumental or vocal music majors in the California State University system. To fulfill the requirements for this degree, students will complete lower division major preparation courses listed below and the appropriate general education pattern (CSU GE or IGETC). Additional NVC graduation requirements do not apply to this degree. Students must pass all courses in the area of emphasis with a minimum of "C" and maintain an overall minimum 2.0 GPA. Additionally, students pursuing this degree option must work with a counselor and faculty advisor to ensure appropriate elective course selections for their intended area of emphasis, e.g. Instrumental, Vocal. Total Units in Area of Emphasis: 22-24 units (6 units double counted in CSU GE Area C-1.) Total Units in GC (CSU and IGETC): 39

Career Opportunities
This degree is non-vocational and is specifically geared for transfer to the CSU system.

Program Learning Outcomes

1. Hear, identify and manipulate with fluency in sound and notation the elements of music such as rhythm, melody, harmony, structure, timbre, and texture.
2. Demonstrate proficiency in solo and collaborative performance including technical competency, sight-reading, interpretive skill and artistic self-expression.
3. Think, speak and write clearly and effectively about music.

Degree Requirements

Code	Title	Units
Required Theory Courses (12 units)		
MUSI-121	Music Theory I	3
MUSI-122	Music Theory II	3
MUSI-221	Music Theory III	3
MUSI-222	Music Theory IV	3
Required Musicianship Courses (4 units)		
MUSI-120A	Musicianship I	1
MUSI-120B	Musicianship II	1
MUSI-120C	Musicianship III	1
MUSI-120D	Musicianship IV	1
Applied Music Courses (2-4 units)		
Complete four semesters for 2-4 units of the following. Student selects major instrument/voice for individual instruction:		2-4
MUSI-116	Applied Music: Strings, Winds, Brass, Percussion, Piano, Voice	
Large Ensemble Required (4 units)		
Complete four semesters for 4 units of the following. Student selects ensemble in alignment with major instrument/voice:		4
MUSI-160	College Chorale	
MUSI-176	Repertory Orchestra	
MUSI-179	Repertory Wind Ensemble	
MUSI-181	Jazz Ensemble	
Total Units		22-24

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Musical Theater: AA Degree

This degree provides a foundation in musical theater for students interested in pursuing a Bachelor of Fine Arts in Musical Theater or pursuing a career in the music entertainment industry. To fulfill the requirements for this degree, students will complete the required courses for one of three areas of emphasis and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Program Learning Outcomes

1. Hear, identify and manipulate with fluency in sound and notation the elements of music such as rhythm, melody, harmony, structure, timbre, and texture.
2. Demonstrate proficiency in solo and collaborative performance including technical competency, sight-reading, interpretive skill and artistic self-expression.
3. Think, speak and write clearly and effectively about music.

Degree Requirements

Code	Title	Units
Required Core Courses (12 units)		
MUSI-121	Music Theory I	3
MUSI-170	Musical Theater Performance	3
THEA-100	Introduction to Theater	3
THEA-110	Acting I	3
Required Electives (9 units)		
Complete 9 units from the following courses:		9
MUSI-110	Fundamentals of Music	
MUSI-122	Music Theory II	
MUSI-128	Audition Techniques for Musical Theater	
MUSI-133	Musical Theater Voice I	
MUSI-143	Musical Theater Voice II	
MUSI-160	College Chorale	
MUSI-170	Musical Theater Performance	
MUSI-172	Musical Revue Performance	
MUSI-173	Musical Theater Performance: Young Audiences	
MUSI-183	Musical Theater Performance: Contemporary	
MUSI-223	Musical Theater Voice III	
MUSI-243	Musical Theater Voice IV	
THEA-153	Musical Theater Production: Repertory	
THEA-155	Dance Theater Production	
THEA-220	Acting for Fun and Profit	
THEA-166	Musical Theater Production: Young Audiences	
THEA-167	Musical Theater Production: Broadway	
THEA-168	Musical Theater Production: Contemporary	
Total Units		21

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

NURSING

Department

The Associate Degree Program in Nursing (ADN) is a four-semester program approved by the California Board of Registered Nursing (BRN). It is designed to prepare qualified men and women to practice nursing in entry-level positions. Upon completion of the program, the student is awarded an AS Degree in Nursing and is eligible to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN). The entry-level RN is prepared to coordinate, plan, and provide nursing care in hospitals and community settings. The RN assists patients with personal care, provides teaching and counseling to prevent illness and promote health, performs specialized treatments, and administers medications. Registered Nurses function as team leaders, direct the care provided by Licensed Vocational Nurses (LVN), nursing assistances, as well as unlicensed healthcare workers.

The Vocational Nursing Program is an extended 23-month program where classes are held on Thursdays and Fridays that is designed to prepare men and women to practice Vocational Nursing. The program is approved by the California Board of Vocational Nursing and Psychiatric Technicians (BVNPT). The program is patient-centered offered in cooperation with community hospitals. Upon completion of the program, the successful student is prepared to take the National Council Licensure Examination for Vocation Nursing (NCLEX-VN).

Career Opportunities

Registered Nurses are employed in a wide variety of healthcare facilities, public/private clinics and agencies, schools, and educational institutions. Further education and specific certifications after the AS degree will provide the Registered Nurse with myriad opportunities for career growth and longevity and may lead to specialization within the profession. Employment opportunities are strong and continue to grow.

Vocational Nurses perform basic nursing services under the supervision of a physician or registered nurse. They may work in public or private hospitals, public health agencies, and more commonly in doctor's offices, long-term care/skilled nursing facilities or for private individuals.

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Admissions Requirements

Associate Degree for Nursing Program

1. Complete a Napa Valley College Application, do this online at www.napavalley.edu. (Application will be available online one month prior to application acceptance timeframe).
2. Meet with a NVC counselor to develop your education plan. Bring your "Official Transcripts" from your High School (or equivalent GED certificate, CHSPE Certificate) and College(s).
   a. If they are sent to you instead of directly to Napa Valley College, *do not open the envelope, we can only accept sealed official transcripts*. If your High School or College transcripts are from outside the U.S. they must be evaluated by an International Evaluation service prior to submission of your application.
3. Submit an official transcript with a score of 62% or better on the Test of Essential Academic Skills, the NEW TEAS exam.
   a. The TEAS exam measures basic essential skills in the academic areas of reading, mathematics, science, and English and language use. The objectives assessed are those which nurse educators have deemed most appropriate and relevant to measure entry-level skills and abilities in nursing program applicants. The TEAS exam consists of 170 multiple-choice questions and has been

proven to be a statistically significant predictor of early nursing school success.

4. Complete the following Prerequisite courses with a "C" or better.
   a. BIOL-218
   b. BIOL-219
   c. BIOL-220
      i. Napa Valley College will accept 4 unit/lab core biology courses for transfer
   d. ENGL-120
   e. PSYC-125
5. Hep B, MMR and Varicella TITERS. You can add them to the application, or email to cmiller@napavalley.edu prior to application period.
6. CNA (Certified Nursing Assistant) State Certificate.

Things to Keep in Mind

- It is strongly recommended that students complete SPCOM-124 or SPCOM-120 plus SPCOM-122 prior to admission to the nursing program.
- Please note that the Math requirement will be changing on campus; this may affect the prerequisites for the Science courses named above. Current requirement of Math-94 will be changing to Math-106 (College Algebra) or equivalent.
- When you have met all the requirements listed above, you may then submit your application to the Admissions & Records (A&R) office (with any official sealed transcripts not already at the school) during the published application period. Mail or Bring, as described in the application instructions, to Margarita Ceja, A&R Office, 2277 Napa-Vallejo Highway, Napa, CA 94558. All ADN program applicants and current students must maintain an active email address during their time in the program and check it regularly.
- Eligibility to enter the Nursing Programs is determined by meeting admission requirements as above and meeting the California Community College Chancellor's Office Formula (multi-criteria screening process) with a score of 70% or better. This "composite score" includes a combination of: (a) overall college GPA (b) English GPA (All English Classes with letter grades) (c) core Biology (Anatomy, Physiology & Microbiology) GPA & (d) core Biology course repetition(s).

Vocational Nursing Program

All coursework must be completed with a "C" or better within 5 years of the start of the class, as required by the BVNPT, and all program requirements must be met before applications will be accepted. All applicants meeting these requirements will be eligible for admission to the program and will be enrolled on a first-come, first-served basis.

All new admission, re-admission and advanced placement applicants will follow this procedure.

1. Complete an application for admission to the college. (can only be done online at www.napavalley.edu (http://www.napavalley.edu)). This needs to be done only once.
2. Complete the matriculation requirements of:
   a. College orientation. [1]Contact the Counseling Center in the 1300 Building.
3. ENGL-85 or higher with a "C" or better.
4. MATH-94 or higher with a "C" or better. Equivalency coursework must be taken with the past two years.
5. Be a currently Certified Nurse's Aid (CNA) or have equivalent training i.e. (as determined by the Program coordinator).
6. Completion of *prerequisite* courses before submitting an application to the program.
   a. HEOC-100 with a "C" or better.
   b. HEOC-101 with a "C" or better.
7. Official Verification (unopened transcripts[1]) of high school graduation or its equivalent (GED, CHSPE, or AA/AS or a higher degree).

[1] All Foreign Transcripts must be evaluated by an International Evaluation Service prior to submission of program application; this service must provide Napa Valley College with an evaluation Certificate of the international coursework. (Forms to request this evaluation are available in Admissions & Records and the Health Occupations Department; your official foreign transcripts evaluations must accompany this form.)

Degrees and Certificates

Degrees

- Nursing (AS) (p. 174)
- Vocational Nursing (AS) (p. 176)

Certificates

- Vocational Nursing (Certificate of Achievement) (p. 177)

Courses

- Nursing (NURS) (p. 267)

Nursing: AS Degree

The Associate Degree in Nursing (ADN) program has had significant curriculum changes to keep current with the rapidly changing health care environment and was approved by the California Board of Registered Nursing (BRN) in December, 2018. It is designed to prepare qualified men and women to practice nursing in entry-level positions. To remain in the nursing program once admitted, a student must maintain a "C" grade or above in all courses, inclusive of a satisfactory clinical grade, all of which is explained in detail in the Student Handbook for the admitting cohort. Upon completion of the program, the student is awarded an A.S. Degree in Nursing and is eligible to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN). Opportunities are provided for advanced placement, transfer and challenge exam credit. Opportunities are also available for concurrent work with collaborative schools to gain a Bachelors of Science in Nursing degree (BSN). The California BRN may deny applications to test in the case of criminal convictions. If you have had such a conviction, you should review the Act-Section 480, available at www.rn.ca.gov. Students must demonstrate proficiency in Math. Students planning to transfer to a four year college should consult the catalog of their choice and a Napa Valley College counselor for specific requirements. Humanities is an associates degree requirement. It is not required for eligibility to take the NCLEX-RN but without an A.S. Degree in Nursing (ADN), one will probably not be eligible for licensure outside of California. All students are strongly encouraged to complete all co-requisite general education courses. The Associate Degree Nurse is prepared to coordinate, plan and provide nursing care in hospitals and community settings. The Registered Nurse assists patients with care, provides teaching and counseling to prevent illness and promote health, performs specialized treatments and administers medications. Registered Nurses collaborate as part of the health care team to coordinate care as well as act as team leaders directing the care provided by Licensed Vocational Nurses (LVN's), nursing assistants (aides), as well as unlicensed health-care workers. Program Admission Requirements: Refer to BRN Curriculum document and our website (http://www.napavalley.edu/Academics/HealthOccupations/ADN/Pages/default.aspx) for more details.

Program Learning Outcomes

1. Use the nursing process in various settings to assist individuals and groups to promote, maintain, and restore health.
2. Integrate ethical and legal guidelines from the Nurse Practice Act, ANA Code of Ethics and Nurse Practice Standards.
3. Collaborate with individuals, families, groups, and the health care team using therapeutic communication.
4. Evaluate theory and evidence-based knowledge for decision making to guide nursing practice.
5. Integrate leadership and management principles in the nursing care of individuals or groups with alterations in health.
6. Demonstrate consistent commitment to professional growth and self development.

Degree Requirements

Code	Title	Units
Prerequisite Courses		
BIOL-218	Human Anatomy [1]	5
BIOL-219	Human Physiology [1]	5
BIOL-220	General Microbiology	5
ENGL-120	College Compositon and Research	4
or ENGL-120B	Reading and Composition Stretch 2	
PSYC-125	Human Development	3
Total Units		22

[1] Students transferring 4 unit, Anatomy & Physiology or Microbiology courses from other colleges may do so.

Code	Title	Units
Required Courses		
NURS-151	Nursing Fundamentals	4
NURS-152	The Role of the Nurse in Health & Wellness, Chronic Illness and Geriatric Care	7.5
NURS-153	Maternal/Newborn Nursing Care	4.5
NURS-154	Mental Health Nursing Care	4.5
NURS-155	Pediatric Nursing Care	2.5
NURS-251	Community and Acute Medical- Surgical Nursing Care I	12
NURS-252	Nursing Care of Patients With Acute Illness II	8
NURS-253	Nursing Capstone	4
SPCOM-124	Career Communication	3
or SPCOM-120 & SPCOM-122	Interpersonal Communication and Public Speaking	
Total Units		50

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
NURS-151	Nursing Fundamentals	4
NURS-152	The Role of the Nurse in Health & Wellness, Chronic Illness and Geriatric Care	7.5
SPCOM-124	Career Communication	3
	Units	14.5
Spring		
NURS-153	Maternal/Newborn Nursing Care	4.5
NURS-154	Mental Health Nursing Care	4.5
NURS-155	Pediatric Nursing Care	2.5
NVC GE Area B: Social and Behavioral Sciences [4]		3
	Units	14.5
Second Year		
Fall		
NURS-251	Community and Acute Medical-Surgical Nursing Care I	12
	Units	12
Spring		
NURS-252	Nursing Care of Patients With Acute Illness II	8
NURS-253	Nursing Capstone	4

NVC GE Area E: Multicultural/Gender Studies [3]	3
Units	15
Total Units	56

1. Students are strongly encouraged to take all co-requisite and general education courses prior to starting the nursing sequence. This is due to possible impaction of classes, as well as the overall difficulty and time requirements of the nursing program.
2. Nursing program courses are sequential. Please see ADN webpage for more specifics.
3. Humanities is a degree requirement. It is not required for eligibility to take the NCLEX-RN. Students who do not receive an A.S. Degree in Nursing will not be eligible for licensure by endorsement in other states. ANTH-150, HUMA-174 or HUMA-186 will double count for the AS Degree GE requirements for Humanities and Multi-Cultural/ Gender Studies.
4. Choose a course (except for PSYC-125) from the NVC GE pattern, Area B: Social Science.

Vocational Nursing: AS Degree

This is a three-semester program designed to prepare qualified men and women to practice vocational nursing. At Napa Valley College we offer a patient-centered program operated in cooperation with community health care agencies and hospitals. The college grants a certificate of completion in Vocational Nursing after successful completion of the program, and the student is then eligible to apply to take the state examination for licensure (offered by the Board of Vocational Nursing/ BVNPT). The student who completes additional requirements may receive an Associate in Science Degree.

The Vocational Nursing Program is designed for students who are Certified Nurse's Aides (CNA) or equivalent (recent completion of one semester of an accredited psychiatric technician, respiratory care or nursing program with a "C" or better). The program is extended to twenty three months to accommodate the working student. Class meets two full days per week, year round, inclusive of summer and winter breaks usually scheduled by the college.

Program Learning Outcomes

1. Qualify for and pass the state Vocational Nursing licensing exam.
2. Use the nursing process in various settings to assist individuals and groups to promote, maintain, and restore health.
3. Integrate ethical and legal guidelines from the Vocational Nurse Practice Act, ANA Code of Ethics and Vocational Nurse Practice Standards.
4. Collaborate with individuals, families, groups, and the health care team using therapeutic communication.
5. Utilize theory and evidence-based knowledge for decision making to guide nursing practice.
6. Integrate leadership and management principles in the nursing care of individuals or groups with alterations in health.
7. Demonstrate consistent commitment to professional growth and self development.

Degree Requirements

Code	Title	Units
Prerequisite Courses		
HEOC-100	Basic Anatomy & Physiology	3
HEOC-101	Pharmacology	3
Total Units		6

Code	Title	Units
Recommended Prerequisites		
It is recommended (but not required) that the following courses be completed prior to the start of the program:		
ENGL-120	College Compositon and Research	4
HEOC-172	Basic Nutrition	2
MATH-93	Applied Algebra for Statistics	3
PSYC-125	Human Development	3
Total Units		12

Code	Title	Units
Required Courses		
ENGL-120	College Compositon and Research	4
HEOC-172	Basic Nutrition	2
MATH-93	Applied Algebra for Statistics	3
NURS-131	Vocational Nursing 1	13
NURS-132	Vocational Nursing 2	14.5
NURS-233	Vocational Nursing 3	13
PSYC-125	Human Development	3
Total Units		52.5

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Vocational Nursing: Certificate of Achievement

This is a three-semester program that is designed to prepare qualified men and women to practice vocational nursing. At Napa Valley College we offer a patient-centered program operated in cooperation with community health care agencies and hospitals. The college grants a certificate of completion in Vocational Nursing after successful completion of the program, and the student is then eligible to apply to take the state examination for licensure (offered by the Board of Vocational Nursing/ BVNPT). The student who completes additional requirements may receive an Associate in Science Degree. The Vocational Nursing Program is designed for students who are Certified Nurse's Aides (CNA) or equivalent (recent completion of one semester of an accredited psychiatric technician, respiratory care or nursing program with a "C" or better). The program is extended to twenty three months to accommodate the working student. Class meets two full days per week, year round, inclusive of summer and winter breaks usually scheduled by the college.

Program Learning Outcomes

1. Use the nursing process in various settings to assist individuals and groups to promote, maintain, and restore health.
2. Integrate ethical and legal guidelines from the Vocational Nurse Practice Act, ANA Code of Ethics and Vocational Nurse Practice Standards.
3. Collaborate with individuals, families, groups, and the health care team using therapeutic communication. Utilize theory and evidence-based knowledge for decision making to guide nursing practice.
4. Integrate leadership and management principles in the nursing care of individuals or groups with alterations in health.
5. Demonstrate consistent commitment to professional growth and self development.
6. Qualify for and pass the state Vocational Nursing licensing exam.

Degree Requirements

Code	Title	Units
Prerequisite Courses		
HEOC-100	Basic Anatomy & Physiology	3
HEOC-101	Pharmacology	3
Total Units		6

Code	Title	Units
Recommended Prerequisites		
It is recommended (but not required) that the following courses be completed prior to the start of the program:		
ENGL-120	College Compositon and Research	4
HEOC-172	Basic Nutrition	2
MATH-93	Applied Algebra for Statistics	3
PSYC-125	Human Development	3
Total Units		12

Code	Title	Units
Required Courses		
ENGL-120	College Compositon and Research	4
HEOC-172	Basic Nutrition	2
MATH-93	Applied Algebra for Statistics	3
NURS-131	Vocational Nursing 1	13
NURS-132	Vocational Nursing 2	14.5
NURS-233	Vocational Nursing 3	13
PSYC-125	Human Development	3
Total Units		52.5

PHOTOGRAPHY

Department

The Photography Department at Napa Valley College provides instruction in the use of traditional and contemporary photographic techniques. Majoring in photography with emphasis in traditional or digital imaging will provide the student with basic aesthetic principles as well as an extensive range of practical photographic techniques needed for college transfer, entry into the photographic workplace, or for artistic expression.

Course work includes black and white processing and printing, digital imaging, studio lighting, experimental and non-silver processes, zone system techniques, and portfolio preparation. Students are encouraged to develop a personal, expressive style in addition to achieving technical excellence.

The Photography curriculum is designed to build fundamental technical skills in the operation of 35mm, medium and large format cameras, using traditional and digital camera systems. In addition, all classes emphasize the importance of creativity and originality in image-making through a progressive series of conceptual assignments.

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Degrees and Certificates

Degrees
- Photography (AS) (p. 179)

Certificates
- Analog Photography (Certificate of Achievement) (p. 180)
- Commercial Photography (Certificate of Achievement) (p. 181)
- Digital Photography (Certificate of Achievement) (p. 182)

Courses
- Photography (PHOT) (p. 269)

Photography: AS Degree

A comprehensive degree with an emphasis in digital or traditional photography for students interested in working in the photography field. This program offers two options: traditional and digital.

Career Opportunities
Photographic Assistant, Digital Darkroom Technician, Color Management Controller, Fine Art Photography, Newspaper Photographer, Weddings/ Event Photographer, Commercial Photography, Portrait Photography, Fine Art Photography, Editorial Photography, Documentary Photography, Photographic Lab Technician, Photographic Assisting, Digital Imaging Artist, Photo Retoucher.

Program Learning Outcomes

1. Critically evaluate and understand the aesthetic, cultural, and political development of Photography in historical and contemporary cultures.
2. Create finished images for professional/fine art applications based on principles of effective design and communication.
3. Translate concepts and visual experience into images.
4. Present finished design products for peer, professional or academic review.
5. Evaluate and critique photographic work and receive criticism from others.

Code	Title	Units
Required Core Courses		
PHOT-120	Introduction to Photography	3
PHOT-123	Advanced Darkroom Photography	3
PHOT-150	Beginning Digital Photography	3
PHOT-151	Intermediate Digital Photography	3
PHOT-180	History of Photography	3
PHOT-200	Lighting for Photography 1	3
PHOT-210	Lighting for Photography 2	3
PHOT-230	Lifestyle Photography	3
BUSI-101	Business Planning I	3
BUSI-102	Business Planning II	3
Total Units		30

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Analog Photography: Certificate of Achievement

This certificate is designed for students interested in developing a contemporary practice as a photographer or assistant or filling a photographic role in visual communication in an organization or industry specializing in analog (tradition) practices.

Career Opportunities
Photographic Assistant Darkroom Technician Fine Art Photographer Portrait photographer Fine Art photographer Editorial photography Documentary photography Photo assisting Photo Retoucher

Code	Title	Units
Required Core Courses		
PHOT-120	Introduction to Photography	3
PHOT-121	Beginning Darkroom Photography	3
PHOT-122	Intermediate Photography	3
PHOT-123	Advanced Darkroom Photography	3
PHOT-180	History of Photography	3
PHOT-181	Contemporary Issues in Photography	3
PHOT-182	Photography in a Multicultural United States	3
Total Units		21

Commercial Photography: Certificate of Achievement

This certificate program provides a foundation in the basics commercial photography including digital imaging, printing, lighting, industry practices, and visual literacy. Emphasis is placed on the photography techniques appropriate for those entering the industry today.

Career Opportunities
Photographic Assistant, Weddings/Event Photographer Commercial Photographer, Portrait Photographer, Photographic Lab Technician, Photo Assistant, Photo Retoucher.

Program Learning Outcomes

1. Create finished images for professional applications based on principles of effective design and communication.
2. Express ideas in visual terms.
3. Present finished design products for peer and professional review.
4. Evaluate and critique graphic design work and receive criticism from others.
5. Demonstrate understanding of basic business principles and relevant industry practices.

Certificate Requirements

Code	Title	Units
Required Courses		
BUSI-144	Introduction to Entrepreneurship	3
PHOT-120	Introduction to Photography	3
PHOT-150	Beginning Digital Photography	3
PHOT-151	Intermediate Digital Photography	3
PHOT-152	Advanced Digital Photography	3
PHOT-170	Multimedia for Photographers	2
PHOT-200	Lighting for Photography 1	3
PHOT-210	Lighting for Photography 2	3
PHOT-230	Lifestyle Photography	3
Total Units		26

Digital Photography: Certificate of Achievement

This certificate is designed for students interested in developing a contemporary practice as a digital photographer or assistant, or filling a photographic role in visual communication in an organization or industry.

Career Opportunities

Photographic Assistant, Digital Darkroom Technician, Color Management Controller, Fine Art Photography, Newspaper Photographer, Commercial Photographer, Portrait Photographer, Editorial Photographer, Documentary Photographer, Digital Imaging Artist, Photo Retoucher.

Program Learning Outcomes

1. Critically evaluate and understand the aesthetic, cultural, and political development of Photography in historical and contemporary cultures.
2. Translate concepts and experiences through images.
3. Present finished portfolio for peer, professional or academic review.
4. Evaluate and critique photographic work and receive criticism from others.
5. Express artistic intents, concepts, and practices in writing.

Certificate Requirements

Code	Title	Units
Required Core Courses (18 units)		
PHOT-120	Introduction to Photography	3
PHOT-150	Beginning Digital Photography	3
PHOT-151	Intermediate Digital Photography	3
PHOT-152	Advanced Digital Photography	3
PHOT-180	History of Photography	3
PHOT-181	Contemporary Issues in Photography	3
Required Electives (6 units)		
Complete 6 units from the following:		6-7
PHOT-110	Smart Phone Photography	
PHOT-170	Multimedia for Photographers	
PHOT-172	Night Photography	
PHOT-182	Photography in a Multicultural United States	
Total Units		24-25

PHYSICS

Department

The Physics Department offers courses for transfer students in physics, prerequisite courses for engineering students, and general education courses in physical and life sciences. The department faculty and staff are dedicated to providing excellent instruction and academic support to meet the diverse needs of our students.

Students who wish to transfer to a four-year institution should contact the particular institution to determine their specific requirements. Most NVC Physics courses are UC- and CSU-transferrable, but individual institutions vary in their transfer requirements and articulation agreements with NVC physics courses.

Physics course credits earned at NVC can be applied toward an Associate in Science Degree (AS) in Natural Science and an Associate in Science Degree for Transfer (AS-T) in Physics.

Career Opportunities

Physics majors can be successful in many different careers! For a list of some possible career choices please visit the Physics.org (http://www.physics.org/careers.asp?contentid=381) website.

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Degrees and Courses

Degrees
- Physics (AS-T) (p. 184)

Courses
- Physics (PHYS) (p. 271)

Physics: AS-T Degree

The Associate in Science in Physics for Transfer degree provides students with a thorough overview of the field of physics. Students will have demonstrated sufficient understanding in the fields of mechanics, electricity and magnetism, thermodynamics, mechanical and electromagnetic waves, modern physics, the scientific method and mathematics to successfully transfer to a four-year institution with a major in physics.

Career Opportunities

Research: Basic research has as its goal the understanding of physical phenomena without a specific application in mind. Applied research leads to the solution of problems of national importance or of significant commercial value. Development and Design: Work in this area utilizes both basic and applied research to improve existing products, processes and instruments, and to develop new ones. Teaching: After earning an undergraduate or PhD physics degree, many physicists are employed in academic institutions, including instructors at the high school, community college, college, and university levels. In the latter, research and teaching are often combined. Management and Other Areas: Physicists can be found in a wide variety of areas such as research administration, university administration, science reporting, technical management and marketing, and in such fields as metallurgy, electronics, food processing and packaging, health and radiation safety, pollution control, computer technology, financial services and a broad and continually expanding array of other possibilities.

Program Learning Outcomes

1. Solve qualitative problems using physics principles.
2. Solve quantitative physics problems correctly using mathematics from the calculus sequence.
3. Operate laboratory equipment to successfully execute physics experiments.

Degree Requirements

Code	Title	Units
Required Courses		
PHYS-140	Physics for Scientists & Engineers 1	4
PHYS-240	Physics for Scientists & Engineers 2	4
PHYS-241	Physics for Scientists & Engineers 3	4
MATH-120	Calculus I	5
MATH-121	Calculus II	5
MATH-221	Multivariable Calculus	5
Total Units		27

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(*p. 41*) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(*p. 46*) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

POLITICAL SCIENCE

Department

The Department of Political Science is committed to the liberal arts tradition of intellectual curiosity, academic rigor, and a pluralistic and diverse curriculum. Students will not only graduate with a solid understanding of the theories, practices and institutions of politics but with a basic preparation to be astute political observers and informed political actors.

A major in Political Science involves the study of government at all stages of development, the process by which political decisions are made, and the various interests, institutions, and ideas that affect government behavior. The specific subfields of the discipline offered here at Napa Valley College include American government and politics, comparative government and politics, international relations, and political theory.

Career Opportunities

A political science major helps students prepare for careers in government, social and political organizations, journalism, international relations, business, and education, and for graduate study or law school.

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Degrees and Courses

Degrees

- Political Science (AA-T) (p. 186)

Courses

- Political Science (POLI) (p. 272)

Political Science: AA-T Degree

This Associate in Arts in Political Science for Transfer (AA-T) degree option provides a comprehensive foundation in Political Science in preparation for transfer to baccalaureate programs in the California State University (CSU) system in Political Science. To fulfill the requirements for this degree, students will complete the required and elective courses in the area of emphasis and the appropriate general education pattern (either CSU GE or IGETC) totaling 60 semester CSU-transferrable units.

Career Opportunities

A degree in political science can lead to careers in federal, state and local governments; law; business; international organizations; nonprofit associations and organizations; campaign management and polling; journalism; precollegiate education; electoral politics; research and university and college teaching.

Program Learning Outcomes

1. Describe the fundamentals of specific political systems.
2. Understand and explain the foundations of specific government structures: the organization, powers, procedures, and patterns.
3. Evaluate and assess the ideas, interests, and institutions of specific political systems.

Degree Requirements

Code	Title	Units
Required Core Courses (3 units)		
POLI-120	Introduction to the Principles Of American Government	3
Required Electives: List A (9 units)		
Complete 3 courses from the following:		9
POLI-125	Introduction to Modern Political Ideology	
POLI-135	Comparative Government	
POLI-140	International Relations	
MATH-232	Statistics	
Required Electives: List B (6 units)		
Complete 2 courses form the following:		6
ECON-100	Principles of Macroeconomics	
ECON-101	Principles of Microeconomics	
HIST-120	United States History 1	
HIST-121	United States History 2	
POLI-140	International Relations	
POLI-145	International Political Economy	
SOCI-120	Introduction to Sociology	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(*p. 41*) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(*p. 46*) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

PSYCHIATRIC TECHNICIAN

Department

The Psychiatric Technician Program at Napa Valley College is accredited by the Board of Vocational Nurses and Psychiatric Technicians.
Psychiatric Technicians are active members of interdisciplinary healthcare teams in the forefront of care and treatment of Californians with mental illness or development disabilities. The profession of Psychiatric Technician is one that attracts those who truly want to help improve the quality of life for some of the most needy or vulnerable individuals in today's society.

The Psychiatric Technician Three-Semester program is a patient-centered program operated in cooperation with hospitals and healthcare agencies. A certificate in Psychiatric Technician is granted by the college after completion of the program and the student is eligible to take the licensure examination shortly after graduation.

The Psychiatric Technician Fast-Track program is an apprenticeship program that is administered at Napa State Hospital. Students in this program are registered as students at Napa Valley College but all coursework is completed at Napa State Hospital and the students work as apprentices at Napa State Hospital. Admission to this program is not administered or processed by the college; students must apply via the Department of State Hospitals. This program is a joint program with the Department of State Hospitals, the Joint Apprenticeship Committee of California, and Napa Valley College.

Career Opportunities

Entry-level pay with a certificate and license varies from $3,000 - $5,800/month. Advances can be made with advanced certifications and/or degree completion status (RN, AA/AS, BA/BS). There is a shortage of trained and experienced psychiatric technicians in California with constant demand in the public sector. Most jobs are concentrated near state hospitals such as Napa State Hospital but there are many other jobs available within the prison systems, private mental health care facilities. Recently psychiatric technician positions have become available in acute and subacute hospitals with mental health units.

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Admissions Requirements

Psychiatric Technician: Three-Semester Program

All coursework must be completed with a "C" or better within the last five years as required by the BVNPT, before and all program requirements must be met before your application will be accepted. All applicants meeting these requirements will be eligible for admission to the program. Applications will be accepted by admissions and records during a designated registration period prior to each semester. All new admission, re-admission and advanced placement applicants will follow this procedure.

1. Complete an application for admission to the college online at www.napavalley.edu. This only needs to be done once.
2. Complete the matriculation requirements of:
   a. High School English (within the last 5 years) with a "C" or better or completion of ENGL-85 (or higher, within the last 5 years) with a "C" or better.
   b. High School Algebra (within the last 5 years) with a "C" or better or completion of MATH-85 (or higher, within the last 5 years) with a "C" or better.
   c. College Orientation. (Contact the Counseling Center, (707)256-7220, for the orientation sessions.)
3. Complete the prerequisite courses of HEOC-100 and HEOC-101. These classes must be started and completed within 5 years of the start date of the program. These classes do not have to be completed before application to the program, however you must be currently enrolled in the class(es) at the time you submit your application.
   a. Highly Recommended: HEOC-171 Medical Terminology
4. Official Transcripts (unopened) of high school graduation or its equivalent (GED, CHSPE) and, if applicable, college courses.
   a. If Foreign, Official Verification (unopened) of high school graduation or its equivalent (GED, CHSPE) and, if applicable, college courses.
   All Foreign Transcripts must be evaluated by an International Evaluation Service prior to submission of program application; this service must provide Napa Valley College with an evaluation certificate of the international coursework.

Psychiatric Technician: Fast Track Program

DSH Napa's Psychiatric Technician Apprentice Program offers individuals the opportunity to become licensed Psychiatric Technicians. The apprenticeship program consists of 3,000 hours of on-the-job training plus classroom instruction in mental health, developmental disabilities, nursing science, anatomy and physiology, and pharmacology.

Apprentices in DSH Napa's program will first complete the Hospital's in-house program to become Certified Nurse Assistants. Then they will start the 12-month Napa "Fast Track" Psychiatric Technician education program. Each apprentice receives 40-hour per week pay for attending class and working in the Hospital, assisting medical and nursing staff in the care and treatment of patients with serious mental illnesses. Upon successful completion of the program, apprentices will be eligible to take the State's Psychiatric Technician license examination.

Because Psychiatric Technician Apprentice is a State civil service position represented by California Association of Psychiatric Technicians (CAPT), apprentices are covered under the CAPT contract which provides for salaries, health benefits, holidays, vacations and further defines working conditions.

To enter the Psychiatric Technician Apprentice Program, candidates must have graduated from high school within the United States or the equivalency. If you attended high school outside the United States, it is the responsibility of the candidate to provide an evaluation/certification of their foreign education as to what it represents in terms of U.S. school equivalency

Application is done via the Department of State Hospitals – Napa. Information can be found on their website (https://www.dsh.ca.gov/Napa/Internships/).

Degrees and Certificates

Degrees

- Psychiatric Technician-Three Semester (AS) (p. 189)

Certificates

- Psychiatric Technician-Fast Track (Certificate of Achievement) (p. 191)
- Psychiatric Technician-Three Semester (Certificate of Achievement) (p. 190)

Courses

- Psychiatric Technician (PTEC) (p. 272)

Psychiatric Technician-Three Semester: AS Degree

The Psychiatric Technician Program is a three-semester program designed to prepare qualified men and women to practice as psychiatric technicians. The program provides two approaches to learning; coursework is combined with practical application. Clinical training occurs in hospitals and health agencies. A certificate in Psychiatric Technician is granted by the college after completion of the program, and the student is eligible to take the examination for licensure. The academic subjects for both the Certificate and A.S. Degree are offered at Napa Valley College.

Program Learning Outcomes

1. Act ethically and respect the parameters of client privacy and confidentiality.
2. Accurately document all clinical assessments and interventions in a timely manner, prioritizing patient care while delivering age appropriate services.
3. Effectively participate in a therapeutic environment and communicate professionally.

Degree Requirements

Code	Title	Units
Prerequisite Courses (6 units)		
HEOC-100	Basic Anatomy & Physiology	3
HEOC-101	Pharmacology	3
Total Units		6

Code	Title	Units
Required Core Courses (45 units)		
HEOC-172	Basic Nutrition	2
PSYC-124	Psychology of Adjustment	3
PSYC-125	Human Development	3
PTEC-150	Principles & Practice for Psychiatric Technicians 1	13
PTEC-155	Principles & Practice for Psychiatric Technicians 2	12
PTEC-156	Principles & Practice for Psychiatric Technicians 3	12
Total Units		45

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
PTEC-150	Principles & Practice for Psychiatric Technicians 1	13
HEOC-172	Basic Nutrition	2
	Units	15
Spring		
PTEC-155	Principles & Practice for Psychiatric Technicians 2	12
PSYC-125	Human Development	3
	Units	15
Second Year		
Fall		
PTEC-156	Principles & Practice for Psychiatric Technicians 3	12
PSYC-124	Psychology of Adjustment	3
	Units	15
Spring		
Natural Science		3
Humanities		3
English Composition		4
Mathematics		3-5
Communication and Analytical Thinking		3
	Units	16-18
	Total Units	61-63

Psychiatric Technician-Three Semester: Certificate of Achievement

The Psychiatric Technician Program is a three-semester program designed to prepare qualified men and women to practice as psychiatric technicians. The program provides two approaches to learning; coursework is combined with practical application. Clinical training occurs in hospitals and health agencies. A certificate in Psychiatric Technician is granted by the college after completion of the program, and the student is eligible to take the examination for licensure. The academic subjects for both the Certificate and A.S. Degree are offered at Napa Valley College.

Program Learning Outcomes

1. Act ethically and respect the parameters of client privacy and confidentiality.
2. Accurately document all clinical assessments and interventions in a timely manner, prioritizing patient care while delivering age appropriate services.
3. Effectively participate in a therapeutic environment and communicate professionally.

Code	Title	Units
Prerequisite Courses		
HEOC-100	Basic Anatomy & Physiology	3
HEOC-101	Pharmacology	3
Total Units		6

Code	Title	Units
Required Courses		
PTEC-150	Principles & Practice for Psychiatric Technicians 1	13
PTEC-155	Principles & Practice for Psychiatric Technicians 2	12
PTEC-156	Principles & Practice for Psychiatric Technicians 3	12
HEOC-172	Basic Nutrition	2
PSYC-124	Psychology of Adjustment	3
PSYC-125	Human Development	3
Total Units		45

Psychiatric Technician-Fast Track: Certificate of Achievement

The Psychiatric Technician Fast-Track program is an apprenticeship program that is administered at Napa State Hospital. Students in this program are registered as students at Napa Valley College but all coursework is completed at Napa State Hospital and the students work as apprentices at Napa State Hospital. Admission to this program is not administered or processed by the college; students must apply via the Department of State Hospitals. This program is a joint program with the Department of State Hospitals, the Joint Apprenticeship Committee of California, and Napa Valley College.

Program Learning Outcomes

1. Act ethically and respect the parameters of client privacy and confidentiality.
2. Accurately document all clinical assessments and interventions in a timely manner, prioritizing patient care while delivering age appropriate services.
3. Effectively participate in a therapeutic environment and communicate professionally.

Degree Requirements

Code	Title	Units
Required Courses (50 units)		
PTEC-160	Nursing Science	18
PTEC-161	Developmental Disabilities	15.5
PTEC-162	Mental Disabilities	17
Total Units		50.5

PSYCHOLOGY

Department

Psychology, rooted in both philosophy and science, is the empirical study of mental processes and behavior. The study of Psychology provides a level of education and training that helps students succeed in a variety of careers and other graduate opportunities. A degree in Psychology enables students to develop scientific literacy, analytical skills, interpersonal awareness, critical thinking, and problem-solving ability.

Career Opportunities

An Associate of Arts (AA) degree in Psychology is designed for a variety of professions within and outside of Psychology. A person with an AA degree in Psychology may work in the areas of:

- Human or social services
- Mental health agencies
- Drug and alcohol rehabilitation counseling centers
- Early childhood education

An Associate of Arts in Psychology for Transfer (AA-T) degree is intended to prepare students for a variety of careers that involve more advanced educational training in Psychology, such as:

- Clinical Psychologist
- Counseling Psychologist or Psychotherapist
- Educational/School Psychologist
- Forensic Psychologist
- Industrial/Organizational Psychologist
- Research Psychologist in:
  - Biological Psychology
  - Cognitive Psychology
  - Developmental Psychology
  - Evolutionary Psychology
  - Experimental Psychology
  - Social/Personality Psychology
  - Quantitative Psychology

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Degrees and Certificates

Degrees

- Psychology (AA) (p. 193)
- Psychology (AA-T) (p. 194)

Courses

- Psychology (PSYC) (p. 273)

Psychology: AA Degree

The Associate of Arts degree with a major in psychology acknowledges that the student has established a foundation of knowledge in the field of psychology. This foundation can be used as a basis for further study towards a baccalaureate degree at a transfer institution. To fulfill the requirements for this degree, students will complete the required courses and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Program Learning Outcomes

1. Understand the major theoretical perspectives in psychology and analyze the implications of these theories.
2. Comprehend the findings of research in psychology and apply this understanding to everyday life.

Degree Requirements

Code	Title	Units
Required Courses (6 units)		
MATH-232	Statistics	3
PSYC-120	General Psychology	3
Required Electives (12-13 units)		
Complete four courses from the following list including no more than one BIOL course.		12-13
BIOL-105	Human Biology	
BIOL-110	Survey of Biology	
BIOL-120	General Biology	
PSYC-123	Social Psychology	
PSYC-124	Psychology of Adjustment	
PSYC-125	Human Development	
PSYC-126	Abnormal Psychology	
PSYC-128	Cross-Cultural Psychology	
PSYC-135	Human Sexuality	
PSYC-175	Theories of Personality	
PSYC-220	Research Methods in Psychology	
Total Units		18-19

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Psychology: AA-T Degree

The Associate of Arts in Psychology for Transfer degree option provides a comprehensive foundation in psychology in preparation for transfer to baccalaureate programs in the California State University system in Psychology.

Program Learning Outcomes

1. Understand the major theoretical perspectives in psychology and analyze the implications of these theories.
2. Comprehend the findings of research in psychology and apply this understanding to everyday life.

Degree Requirements

Code	Title	Units
Required Core Courses (9 units)		
MATH-232	Statistics	3
PSYC-120	General Psychology	3
PSYC-220	Research Methods in Psychology	3
Required Electives: List A (4 units)		
Complete one course from the following:		4
BIOL-105	Human Biology	
BIOL-110	Survey of Biology	
BIOL-120	General Biology	
Required Electives: List B (3 units)		
Complete one course from the following:		3
PSYC-123	Social Psychology	
PSYC-125	Human Development	
PSYC-135	Human Sexuality	
Required Electives: List C (3 units)		
Complete one course from the following:		3
PSYC-126	Abnormal Psychology	
PSYC-128	Cross-Cultural Psychology	
PSYC-175	Theories of Personality	
Total Units		19

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(*p. 41*) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(*p. 46*) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

RESPIRATORY CARE

Department

Most people take breathing for granted. It's second nature, an involuntary reflex. But for the thousands of Americans who suffer from breathing problems or diseases, each breath is a major accomplishment. Those people include those with chronic lung problems such asthma, bronchitis, and emphysema but they also include heart attack and accident victims, premature infants, and people with cystic fibrosis, lung cancer or AIDS.

The Respiratory Care program is a two-year plus six-week summer session program accredited by the Commission of Accreditation for Respiratory Care. Each course is sequential and leads to an Associate of Science Degree in Respiratory Therapy. It is highly recommended that each student request an appointment with a college counselor to determine graduation requirements.

Upon successful completion of the program, the student will receive and Associate of Science degree. Graduates are registry eligible and may take the National Board for Respiratory Care examinations to become a Registered Respiratory Therapist. Additionally, the successful graduate can sit for the state licensing examination.

Career Opportunities

The program faculty work hard to prepare students for their career in Respiratory Care. Students who attend the RC program are highly likely to pass the licensing examination on their first attempt and be eligible for gainful employment immediately following licensure.

An AS degree in Respiratory Therapy typically leads to employment in an acute or subacute hospital setting, sleep clinics, healthcare clinics, or homecare.

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Admissions Requirements

In order to be accepted into the Respiratory Care Program, there are several steps you must complete before you turn in your application. Make sure you fully understand what is expected to be done and allow adequate time for requirements, such as official transcript requests and foreign transcript evaluations. You should make an appointment with a counselor to review program requirements and create an educational plan.

1. Attend a mandatory Respiratory Care Information Meeting.
   a. The Respiratory Care Information Meeting is designed to provide information you need about the admission process and the program. The meeting lasts approximately 60 minutes with a Q&A period. Individual assistance is provided as needed after the group session. The Respiratory Care application form will be distributed. No registration is required for this meeting. This meeting is for information sharing only; you do not apply for the program at this time. (Application forms are only available to those who have attended a mandatory information meeting.)
2. Complete a Napa Valley College Application (https://www.opencccapply.net/uPortal/f/u63l1s1000/normal/render.uP).
3. Meet with a counselor to develop your education plan.
4. Complete the following Prerequisite courses with a "C" or better.
   a. MATH-106 OR MATH-232
   b. BIOL-218
   c. BIOL-219
   d. BIOL-220
   e. CHEM-110

Things to Keep in Mind

- Priority is given to students who have completed ENGL-120 or higher and Physics.
- Napa Valley College will accept 4 unit/lab core biology courses for transfer.
- If your College transcripts are from outside the U.S. they must be evaluated by an International Evaluation service prior to submission of your application.
- When you have met all requirements, you may then submit your application to the Admissions & Records (A&R) office (with any official sealed transcripts not already at the school) during the published application period. Deliver in person or mail to Margarita Ceja, A&R Office, 2277 Napa-Vallejo Highway, Napa, CA 94558.
- All Respiratory Care program applicants and current students must maintain an active email address during their time in the program and check it regularly.

Degrees and Courses

Degrees
- Respiratory Care (AS) (p. 196)

Courses
- Respiratory Therapy (RESP) (p. 274)

Respiratory Care: AS Degree

The Respiratory Care Program is four semesters and one six week summer session. The program is designed to prepare qualified men and women to practice as respiratory care practitioners (RCPs). Upon completion of the program the student will be eligible to take the state licensing and the national registry examinations. The program is accredited by the Commission on Accreditation for Respiratory Care (CoARC). Respiratory Care is a healthcare specialty which deals with the care and treatment of patients with respiratory and cardiac disorders. RCPs work in a variety of settings, including acute and subacute hospitals, clinics, and home care. To remain in the program, student must maintain a “C” grade or above in Respiratory Care and a satisfactory grade in clinical.

Program Learning Outcomes

1. Comprehend, apply, and evaluate clinical information relevant to their roles as advanced-level respiratory therapists (cognitive domain).
2. Be technically proficient in all the skills necessary to fulfill their roles as advanced-level respiratory therapists (psychomotor domain).
3. Exhibit professional behavior consistent with employer expectations as advanced-level respiratory therapists (affective domain).

Degree Requirements

Code	Title	Units
Prerequisites for Admission		
CHEM-110	Introduction to Chemistry	4
MATH-106	College Algebra	3-4
or MATH-232	Statistics	
BIOL-218	Human Anatomy	5
BIOL-219	Human Physiology	5
BIOL-220	General Microbiology [1]	5
Total Units		22-23

Code	Title	Units
Required Courses		
RESP-120	Respiratory Care Theory I	6
RESP-130	Respiratory Care Laboratory I	4
RESP-140	Preparation for Clinical	1.5
RESP-150	Respiratory Care Theory II	3
RESP-160	Respiratory Care Pharmacology	3
RESP-170	Respiratory Care Clinical I	2.5
RESP-175	Resp Care Laboratory II	1.5
RESP-185	Respiratory Care Clinical II	2.5
RESP-200	Respiratory Care Theory III	2
RESP-210	Principles & Applications of Mechanical Ventilation/Lab	4
RESP-220	Neonatal/Pediatric Respiratory Care	4
RESP-230	Respiratory Care Topics I	1
RESP-250	Respiratory Care Clinical IV (5-unit option)	5
RESP-260	Respiratory Care Theory IV	1.5
RESP-270	Advanced Respiratory Care Laboratory	1
RESP-280	Respiratory Care Topics II	2
RESP-290	Respiratory Care Clinical VI (4-unit option)	4
RESP-290B	Computer Simulations in Respiratory Care	1
RESP-292	Respiratory Care Preceptorship	2.5
PSYC-125	Human Development	3
Total Units		55

Notes:

1. All required courses must be completed with a grade of "C" or better.
2. To remain in the program, student must maintain a “C” grade or above in Respiratory Care and a satisfactory grade in clinical.
3. Transfer to a baccalaureate degree granting institution: Consult the catalog of the college or university of your choice and a Napa Valley College counselor for specific requirements.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
RESP-120	Respiratory Care Theory I	6
RESP-130	Respiratory Care Laboratory I	4
RESP-140	Preparation for Clinical	1.5
PSYC-125	Human Development [1]	3
	Units	14.5
Spring		
RESP-150	Respiratory Care Theory II	3
RESP-160	Respiratory Care Pharmacology	3
RESP-170	Respiratory Care Clinical I	2.5
RESP-175	Resp Care Laboratory II	1.5
English Composition [1]		3-4
	Units	13-14
Summer		
RESP-185	Respiratory Care Clinical II	2.5
	Units	2.5
Second Year		
Fall		
RESP-200	Respiratory Care Theory III	2
RESP-210	Principles & Applications of Mechanical Ventilation/Lab	4
RESP-220	Neonatal/Pediatric Respiratory Care	4
RESP-230	Respiratory Care Topics I	1
RESP-250	Respiratory Care Clinical IV	5
	Units	16
Spring		
RESP-260	Respiratory Care Theory IV	1.5
RESP-270	Advanced Respiratory Care Laboratory	1
RESP-280	Respiratory Care Topics II	2
RESP-290	Respiratory Care Clinical VI	4
RESP-290B	Computer Simulations in Respiratory Care	1

RESP-292	Respiratory Care Preceptorship	2.5
	Units	12
	Total Units	58-59

[1] English Composition, PSYC-125 and Humanities/Multicultural/ Gender Studies may be completed anytime prior to graduation.

SOCIOLOGY

Department

Sociology is the study of human social relationships and institutions. Sociology's subject matter is diverse, ranging from crime to religion, from the family to the state, from the divisions of race and social class to the shared beliefs of a common culture, and from social stability to radical change in whole societies. Unifying the study of these diverse subjects of study is sociology's purpose of understanding how human action and consciousness both shape and are shaped by surrounding cultural and social structures.

Sociology is an exciting and illuminating field of study that analyzes and explains important matters in our personal lives, our communities, and the world. At the personal level, sociology investigates the social causes and consequences of such things as romantic love, racial and gender identity, family conflict, deviant behavior, aging, and religious faith. At the societal level, sociology examines and explains matters like crime and law, poverty and wealth, prejudice and discrimination, schools and education, business firms, urban community, and social movements. At the global level, sociology studies such phenomena as population growth and migration, war and peace, and economic development.

Career Opportunities

Sociology majors typically use the skills and knowledge attained when entering the fields of teaching, law, social services, counseling, and public service.

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Degrees and Certificates

Degrees

- Sociology (AA-T) (p. 199)

Courses

- Sociology (SOCI) (p. 275)

Sociology: AA-T Degree

Sociology: AA-T Degree

The purpose of the Associates in Arts Transfer Degree in Sociology is to provide a student with a foundation of knowledge in the field of sociology which prepares them for transfer to the CSU/UC system for further study towards a baccalaureate degree in sociology or related field. The student will develop knowledge and skills which will enable them to understand, evaluate, and apply social science research and theories. Students who complete the AA-T in Sociology will be prepared for upper-division coursework in the major.

Program Learning Outcomes

1. Understand, evaluate, and apply socials science research, methods and theories.
2. Identify how social experiences and outcomes are shaped by gender, race, ethnicity, age, social class, and sexual orientation.
3. Use sociological theories to examine and explain social situations and social behaviors.

Degree Requirements

Code	Title	Units
Required Core Courses (9 units)		
SOCI-120	Introduction to Sociology	3
Select 2 courses from the following:		6
SOCI-122	Social Problems	
SOCI-190	Introduction to Social Research	
MATH-232	Statistics	
Required Electives: List A (6 units)		
Complete 2 courses from the following:		6
SOCI-123	Social Psychology	
or PSYC-123	Social Psychology	
SOCI-140	Sociology of Sex and Gender	
SOCI-150	Sociology of Race & Ethnicity	
SOCI-154	Sociology of Crime	
Required Electives: List B (3 units)		
Complete 1 course from the following:		3
SOCI-130	Introduction to Queer Studies	
ADMJ-120	Introduction to the Criminal Justice System	
ADMJ-121	Introduction to Criminal Law	
ANTH-121	Introduction to Cultural Anthropology	
ANTH-122	Magic, Witchcraft, and Religion	
ANTH-150	Anthropology of Sex, Gender and Sexuality	
ANTH-180	The Anthropology of Childhood	
ANTH-200	Linguistic Anthropology	
CFS-120	Child Development	
CFS-140	The Child, Family and Community	
CFS-180	The Anthropology of Childhood	
ECON-100	Principles of Macroeconomics	
ECON-101	Principles of Microeconomics	
ECON-120	Economic History of the U.S.	
GEOG-101	World Regional Geography	
HIST-120	United States History 1	
HIST-121	United States History 2	
HIST-122	World History 1	
HIST-123	World History 2	
HIST-140	History of Modern Latin America	
HIST-145	California History	
HIST-150	History of American Women 1600-1900	
HIST-152	History of American Women Since 1900	
HUMA-100	The American Mind 1	
HUMA-101	The American Mind 2	
HUMA-112	Introduction to Africana Studies	
HUMA-113	Introduction to Mex-American and Chicana(o) Studies	
HUMA-160	Filipina(o)-American Heritage	
LGBT-120	Introduction to Lgbt Studies in the Family, Education and Community	
LGBT-121	LGBT Communities, Family & Education in the 21st Century	
PHIL-127	Feminist Philosophy	
POLI-120	Introduction to the Principles Of American Government	
POLI-125	Introduction to Modern Political Ideology	
POLI-135	Comparative Government	
POLI-140	International Relations	
PSYC-120	General Psychology	
PSYC-128	Cross-Cultural Psychology	
PSYC-135	Human Sexuality	
PSYC-220	Research Methods in Psychology	
SPCOM-126	Intercultural Communication	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Suggested Course Sequence

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
SOCI-120	Introduction to Sociology	3
CSU GE Area A2: Written Communication		3-4
CSU GE Area C1: Arts, Cinema, Dance, Music, Theater		3
CSU GE Area E: Lifelong Learning and Self-Development Elective [1]		3
CSU GE Area B1: Physical Sciences		3-5
	Units	15-18
Spring		
SOCI-123	Social Psychology	3
CSU GE Area B4: Mathematics [2]		3-5
CSU GE Area D: Social Sciences Elective [3]		3
CSU GE Area A1: Oral Communication		3
	Units	12-14

Second Year

Fall

SOCI-122	Social Problems	3
PSYC-220 or MATH-232	Research Methods in Psychology or Statistics	3
SOCI-154	Sociology of Crime	3
CSU GE Area C2: Humanities		3-5
Sociology Electives [4]		3
	Units	15-17

Spring

Required Elective: List B		3
CSU GE Area A3: Critical Thinking		3-4
CSE GE Area B2: Life Sciences		3-5
CSU GE Area C1/C2: Arts and Humanities		3
CSU GE Area D: Social Sciences Electives [3]		3
	Units	15-18
	Total Units	57-67

1 COUN-100 is recommended for students to complete during their first semester, and as a course to satisfy the CSU GE Area E1 requirement.

2 SOCI-190 is recommended for CSU GE Area B4: Mathematics/ Quantitative Reasoning.

3 HIST-121 is recommended, or any CSU GE Area D: Social Science elective not in Sociology.

4 SOCI-123, SOCI-130, SOCI-140, SOCI-150, SOCI-154 are recommended electives.

SPANISH

Department

A major in Spanish provides students with many job opportunities. It teaches a language through which students develop analytical thought, cultural knowledge and expands students' view of the world around them. A degree in a foreign language can prepare students for various career opportunities including, but not limited to, consulting, teaching, editing, international affairs, travel or communications, government affairs and public relations.

The Spanish Department emphasizes language acquisition in listening, speaking, reading and writing and prepares students for the Spanish major whether the focus might be literature, linguistics or culture and civilization.

Career Opportunities

International Business Personnel, Trade and Commerce, Export/Import, Interpreter/Translator, Banking Representative, Buyer/Sales Representative, Foreign/Diplomatic Service, Personnel, Travel Industry, Media Personnel/Foreign Correspondent, Public Relations, Immigration/Customs, U.S. Information Agency, Peace Corps, Language/Literature Teacher/Professor (K-12 and College and University level), Bilingual/Foreign Secretary, Foreign Publications/Textbook Editor, Research Assistant, Bilingual: Counselor, Social Worker, Civil Service, Law Enforcement Officer, Medical/Health Worker, IRS/Franchise Tax Board, Court Interpreter.

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Degrees and Courses

Degrees

- Spanish (AA-T) (p. 202)
- Spanish for Heritage Speakers (AA) (p. 203)
- Spanish for Non-Heritage Speakers (AA) (p. 204)

Courses

- Spanish (SPAN) (p. 276)

Spanish: AA-T Degree

This Associate in Arts in Spanish for Transfer degree option provides a comprehensive foundation in the Spanish language in preparation for transfer to baccalaureate programs in the California State University system in Spanish.

Career Opportunities

Bilingual: Teacher, Professor, Transcriber, Sales Representative, Customer Service Representative, Online Web Publisher, Medical/ Health Worker, Realtor, IRS/Franchise Tax Board, Social Services-Caseworker, Community Outreach Services, Human Resource Specialist. In Business: International Relations Consultant, International Business Personnel, Foreign Exchange Trader, Publishing Specialist, Foreign Correspondent, Foreign Publications/Textbook Editor, Research Assistant, Importer/Exporter, Translator/Interpreter, International Account Manager, International Banking Officer, Airlines Personnel, Public Relations. In Culture/Tourism: Cultural Events Coordinator, Travel Agent, Translator/ Interpreter, Guide. In Government: National Security Agent, Immigration Officer, Court Interpreter, UNESCO Official, Peace Corps, Translator/ Interpreter, FBI Agent, Foreign Diplomat Missionary, Foreign Service Officer.

Program Learning Outcomes

1. Communicate orally and in writing in Spanish in real life situations.
2. Read and comprehend Spanish at levels commensurate with those of students seeking a degree in Spanish.
3. Understand the Hispanic cultures, through the study of their history, literature, arts, contributions of prominent figures, and foreign travel.

Degree Requirements

Code	Title	Units
Required Core Courses (20-21 units)		
SPAN-120	Elementary Spanish I	5-6
or SPAN-110 & SPAN-111	Elementary Spanish I (Part A) and Elementary Spanish I (Part B)	
SPAN-121	Elementary Spanish II	5
SPAN-240	Intermediate Spanish I	5
or SPAN-280	Spanish for Heritage Speakers I	
SPAN-241	Intermediate Spanish II	5
or SPAN-281	Spanish for Heritage Speakers II	
Required Electives: List A (3-5 units)		
Complete one course from the following:		3-5
ASL-120	First Semester American Sign Language	
ASL-121	Second-Semester American Sign Language	
ENGL-123	Advanced Composition and Critical Thinking About Literature	
FREN-120	First Semester French	
FREN-121	Second Semester French	
HIST-142	History of Mexico	
ITAL-120	First Semester Italian	
ITAL-121	Second Semester Italian	
SPAN-282	Introduction to Hispanic Literature	
Substitution Courses		
Some students may need courses to substitute for units they placed out of, from Required Courses. Course substitutions may come from List A or the Course Substitutions list below:		
ANTH-200	Linguistic Anthropology	
ANTH-121	Introduction to Cultural Anthropology	
SPAN-130	First Semester Spoken Spanish	
SPAN-131	Second Semester Spoken Spanish	
FREN-120	First Semester French	
FREN-121	Second Semester French	
ITAL-120	First Semester Italian	
ITAL-121	Second Semester Italian	
Total Units		23-26

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Spanish for Heritage Speakers: AA Degree

The purpose of this program is for students to learn Spanish as a first or second language so they can communicate successfully with the Spanish-speaking world, and understand and appreciate the Hispanic cultures. The student is highly encouraged to meet with a full-time member of the Spanish Department to determine the appropriate emphasis for this degree.

Career Opportunities

Bilingual: Teacher, Professor, Transcriber, Sales Representative, Customer Service Representative, Online Web Publisher, Medical/ Health Worker, Realtor, IRS/Franchise Tax Board, Social Services-Caseworker, Community Outreach Services, Human Resource Specialist. In Business: International Relations Consultant, International Business Personnel, Foreign Exchange Trader, Publishing Specialist, Foreign Correspondent, Foreign Publications/Textbook Editor, Research Assistant, Importer/Exporter, Translator/Interpreter, International Account Manager, International Banking Officer, Airlines Personnel, Public Relations. In Culture/Tourism: Cultural Events Coordinator, Travel Agent, Translator/ Interpreter, Guide. In Government: National Security Agent, Immigration Officer, Court Interpreter, UNESCO Official, Peace Corps, Translator/ Interpreter, FBI Agent, Foreign Diplomat Missionary, Foreign Service Officer.

Program Learning Outcomes

1. Communicate orally and in writing in Spanish in real life situations.
2. Read and comprehend Spanish at levels commensurate with those of students seeking a degree in Spanish.
3. Understand the Hispanic cultures, through the study of their history, literature, arts, contributions of prominent figures, and foreign travel.

Degree Requirements

Code	Title	Units
Required Courses (13 units)		
SPAN-280	Spanish for Heritage Speakers I	5
SPAN-281	Spanish for Heritage Speakers II	5
SPAN-282	Introduction to Hispanic Literature	3
Restricted Electives (6 units)		
Complete 6 units from the following courses;		6
SPAN-130	First Semester Spoken Spanish	
SPAN-131	Second Semester Spoken Spanish	
SPAN-90	Occupational Spanish	
ASL-120	First Semester American Sign Language	
ASL-121	Second-Semester American Sign Language	
FREN-120	First Semester French	
FREN-121	Second Semester French	
ITAL-120	First Semester Italian	
ITAL-121	Second Semester Italian	
JAPN-101	Elementary Japanese I	
ANTH-121	Introduction to Cultural Anthropology	
ANTH-131	Mesoamerican Archaeology	
ANTH-200	Linguistic Anthropology	
ENGL-123	Advanced Composition and Critical Thinking About Literature	
HIST-140	History of Modern Latin America	
Total Units		19

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Spanish for Non-Heritage Speakers: AA Degree

The purpose of this program is for students to learn Spanish as a first or second language so they can communicate successfully with the Spanish-speaking world, and understand and appreciate the Hispanic cultures. The student is highly encouraged to meet with a full-time member of the Spanish Department to determine the appropriate emphasis for this degree.

Career Opportunities

Bilingual: Teacher, Professor, Transcriber, Sales Representative, Customer Service Representative, Online Web Publisher, Medical/ Health Worker, Realtor, IRS/Franchise Tax Board, Social Services-Caseworker, Community Outreach Services, Human Resource Specialist. In Business: International Relations Consultant, International Business Personnel, Foreign Exchange Trader, Publishing Specialist, Foreign Correspondent, Foreign Publications/Textbook Editor, Research Assistant, Importer/Exporter, Translator/Interpreter, International Account Manager, International Banking Officer, Airlines Personnel, Public Relations. In Culture/Tourism: Cultural Events Coordinator, Travel Agent, Translator/ Interpreter, Guide. In Government: National Security Agent, Immigration Officer, Court Interpreter, UNESCO Official, Peace Corps, Translator/ Interpreter, FBI Agent, Foreign Diplomat Missionary, Foreign Service Officer.

Program Learning Outcomes

1. Communicate orally and in writing in Spanish in real life situations.
2. Read and comprehend Spanish at levels commensurate with those of students seeking a degree in Spanish
3. Understand the Hispanic cultures, through the study of their history, literature, arts, contributions of prominent figures, and foreign travel.

Degree Requirements

Code	Title	Units
Required Core Courses (20-21 units)		
SPAN-120	Elementary Spanish I	5-6
or SPAN-110 & SPAN-111	Elementary Spanish I (Part A) and Elementary Spanish I (Part B)	
SPAN-121	Elementary Spanish II	5
SPAN-240	Intermediate Spanish I	5
SPAN-241	Intermediate Spanish II	5
Required Electives (3 units)		
Complete 1 course from the following:		3
SPAN-130	First Semester Spoken Spanish	
SPAN-131	Second Semester Spoken Spanish	
SPAN-282	Introduction to Hispanic Literature	
SPAN-90	Occupational Spanish	
ASL-120	First Semester American Sign Language	
ASL-121	Second-Semester American Sign Language	
FREN-120	First Semester French	
FREN-121	Second Semester French	
ITAL-120	First Semester Italian	
ITAL-121	Second Semester Italian	
JAPN-101	Elementary Japanese I	
ANTH-121	Introduction to Cultural Anthropology	
ANTH-131	Mesoamerican Archaeology	
ANTH-200	Linguistic Anthropology	
ENGL-123	Advanced Composition and Critical Thinking About Literature	
HIST-140	History of Modern Latin America	
Total Units		23-24

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

THEATER ARTS

Department

The Napa Valley College Theater Arts department is designed to create high quality theater experiences on stage and in the classroom. We offer students the opportunity to learn from professional artists in a way that inspires their passion for the artistic process. Our programs contribute to the quality of campus life and in the community at large by bringing engaging and stimulating festivals to outside venues. We are committed to student success and foster nurturing and inclusive environments that promote self-discipline, positive self-esteem, critical thinking skills and teamwork.

Career Opportunities

Performer, Director, Stage Manager, Theater Technician.

Contact Information

Division
Arts and Humanities
Building 100
Phone: (707) 256-7500

Dean
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Degrees and Courses

Degrees

- Theater Arts (AA-T) (p. 206)
- Theater Arts-Acting (AA) (p. 207)
- Theater Arts-Technical Theater (AA) (p. 208)

Courses

- Theater Arts (THEA) (p. 277)

Theater Arts: AA-T Degree

This degree option provides a comprehensive foundation in theater preparation for transfer to Baccalaureate programs for theater majors in the California State University system. To fulfill the requirements for this degree, students will complete lower division major preparation courses listed below and the appropriate general education pattern (CSU GE or IGETC). Additional NVC graduation requirements do not apply to this degree. Students must pass all courses in the area of emphasis with a minimum of "C" and maintain an overall minimum 2.0 GPA. Additionally, students pursuing this degree option must work with a counselor and faculty advisor to ensure appropriate elective course selections for their intended area of emphasis, e.g. Theater Arts.

Career Opportunities

This degree is non-vocational and is specifically geared for transfer to the CSU system.

Program Learning Outcomes

1. Analyze dramatic literature.
2. Show a cultural and artistic appreciation of dramatic art.
3. Demonstrate basic performance and production skills.
4. Produce a piece of dramatic art for peer, professional and academic review.

Degree Requirements

Code	Title	Units
Required Core Courses (9 units)		
THEA-100	Introduction to Theater	3
or THEA-120	History of Theater	
THEA-110	Acting I	3
Complete up to three units of the following:		3
THEA-140	Technical Theatre in Production	
THEA-151	Theater Production: Contemporary	
THEA-152	Theater Production: Young Audiences	
THEA-153	Musical Theater Production: Repertory	
THEA-154	Theater Production: Repertory	
THEA-155	Dance Theater Production	
THEA-156	Theater Production: Classical	
THEA-166	Musical Theater Production: Young Audiences	
THEA-167	Musical Theater Production: Broadway	
THEA-168	Musical Theater Production: Contemporary	
Required Electives (9 units)		
Complete an additional 3 courses (not already completed from required courses) from the following for a total of 9 units:		9
THEA-140	Technical Theatre in Production	
THEA-141	Stagecraft	
THEA-142	Introduction to Stage Costume	
THEA-151	Theater Production: Contemporary	
THEA-152	Theater Production: Young Audiences	
THEA-153	Musical Theater Production: Repertory	
THEA-154	Theater Production: Repertory	
THEA-155	Dance Theater Production	
THEA-156	Theater Production: Classical	
THEA-166	Musical Theater Production: Young Audiences	
THEA-167	Musical Theater Production: Broadway	
THEA-168	Musical Theater Production: Contemporary	
Total Units		18

To receive an Associate Degree for Transfer, students must complete 60 CSU transferable semester units with a grade point average of at least 2.0, and either the California State University General Education (CSU-GE) *(p. 41) or the* Intersegmental General Education Transfer Curriculum (IGETC) *(p. 46) pattern. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Theater Arts-Acting: AA Degree

This degree provides a foundation in Theater Arts for students interested in pursuing an associates degree or higher in Drama/Theater, with an acting or technical emphasis, or pursuing a career in the entertainment industry. To fulfill the requirements for this degree, students will complete the required courses and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Program Learning Outcomes

1. Analyze dramatic literature.
2. Show a cultural and artistic appreciation of theater arts.
3. Demonstrate basic theater performance and production skills.

Degree Requirements

Code	Title	Units
Required Core Courses (12 units)		
THEA-100	Introduction to Theater	3
or THEA-120	History of Theater	
THEA-105	Culture and Gender in Theater	3
THEA-110	Acting I	3
THEA-140	Technical Theatre in Production	3
Required Electives: List A (3 units)		
Complete 1 course from the following:		3
THEA-151	Theater Production: Contemporary	
THEA-152	Theater Production: Young Audiences	
THEA-153	Musical Theater Production: Repertory	
THEA-154	Theater Production: Repertory	
THEA-155	Dance Theater Production	
THEA-156	Theater Production: Classical	
THEA-166	Musical Theater Production: Young Audiences	
THEA-167	Musical Theater Production: Broadway	
THEA-168	Musical Theater Production: Contemporary	
Required Electives: List B (6 units)		
Complete 2 courses from the following:		6
THEA-111	Acting II	
THEA-115	Acting Shakespeare	
THEA-122	Improvisation and Physical Theater	
THEA-157	Theater Making	
THEA-170	International Performance	
THEA-210	Acting III	
THEA-220	Acting for Fun and Profit	
THEA-244	Acting IV	
Total Units		21

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Theater Arts-Technical Theater: AA Degree

This degree provides a foundation in Theater Arts for students interested in pursuing an Associates degree or higher in Drama/Theater, with an acting or technical emphasis, or pursuing a career in the entertainment industry. To fulfill the requirements for this degree, students will complete the required course and work with a counselor to determine the appropriate pattern of general education courses based on the student's individual educational goals.

Program Learning Outcomes

1. Analyze dramatic literature.
2. Show a cultural and artistic appreciation of theater arts.
3. Demonstrate basic theater performance and production skills.

Degree Requirements

Code	Title	Units
Required Core Courses (12 units)		
THEA-100	Introduction to Theater	3
or THEA-120	History of Theater	
THEA-105	Culture and Gender in Theater	3
THEA-110	Acting I	3
THEA-140	Technical Theatre in Production	3
or THEA-141	Stagecraft	
Required Electives: List A (3 units)		
Complete 1 course from the following:		3
THEA-151	Theater Production: Contemporary	
THEA-152	Theater Production: Young Audiences	
THEA-153	Musical Theater Production: Repertory	
THEA-154	Theater Production: Repertory	
THEA-155	Dance Theater Production	
THEA-156	Theater Production: Classical	
THEA-166	Musical Theater Production: Young Audiences	
THEA-167	Musical Theater Production: Broadway	
THEA-168	Musical Theater Production: Contemporary	
Required Electives: List B (6 units)		
Complete 2 courses from the following: [1]		6
THEA-100	Introduction to Theater	
THEA-140	Technical Theatre in Production	
THEA-141	Stagecraft	
THEA-142	Introduction to Stage Costume	
THEA-143	Technical Theater in Production: Lighting and Sound	
THEA-144	Technical Theater in Performance: Production Management	
THEA-157	Theater Making	
THEA-170	International Performance	
Total Units		21

[1] Must complete 6 units of courses not already taken from required core courses.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

VITICULTURE AND WINERY TECHNOLOGY

Department

In the world-famous Napa Valley, you can train for a career in the wine industry at Napa Valley College (NVC). Courses prepare students for entry-level positions and help current industry employees to advance in their careers. Based on a core of viticulture and wine-making classes, the program offers a variety of options for careers in the industry. Students learn to apply viticulture and winemaking theory for decision-making in actual production situations. College facilities include classroom and laboratory buildings, vineyards, and a teaching winery. All program instructors are experienced wine industry professionals.

Career Opportunities

Career opportunities vary depending on course taking patterns and more. Please contact the Program Coordinator for information.

Contact Information

Division

Career Education and Workforce Development
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Program Coordinator

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Degrees and Certificates

Degrees

- Viticulture (AS) (p. 210)
- Wine Marketing and Sales (AS) (p. 211)
- Winemaking (AS) (p. 212)

Certificates

- Viticulture and Enology (Certificate of Achievement) (p. 213)
- Wine Marketing and Sales (Certificate of Achievement) (p. 214)

Courses

- Viticulture and Winery Technology (VWT) (p. 279)

Viticulture: AS Degree

The programs of the Viticulture and Winery Technology department are designed to prepare students for careers in the North Coast wine industry. The one-year Certificate and two-year Associate of Science options provide students with the knowledge and skills essential for success. The Certificate in Viticulture and Winery Technology consists of production-oriented courses in viticulture and winemaking. The Certificate in Wine Marketing and Sales is a mix of viticulture, winemaking and business courses. Certificate programs may be modified to meet the career goals of the individual student. The typical student will be able to earn a Certificate in one to two years. Students who complete the Associate of Science in Viticulture and Winery Technology degree specialize in either Viticulture, Winemaking or Wine Marketing and Sales. The Associate of Science degree includes general education courses, basic science courses and core courses in the degree option. The typical student will be able to earn an Associate of Science degree in two to three years.

Program Learning Outcomes

1. (Viticulture) – Demonstrate an advanced understanding of viticulture including operations, physiology, vineyard management, soils, and integrated pest management.
2. (Professionalism) – Display a basic range of professional habits and skills to meet standards of the wine industry.

Degree Requirements

Code	Title	Units
Required Courses		
VWT-130	General Viticulture	3
VWT-132	Vineyard Soils, Fertilizers & Irrigation	3
VWT-180	Fundamentals of Enology	3
VWT-230	Fall Viticulture Operations	3
VWT-231	Spring Viticulture Operations	3
VWT-232	Vineyard Management	3
VWT-233	Advanced Viticulture	3
VWT-234	Integrated Pest Control for Grapes	3
VWT-190	Viticulture & Winery Technology WOEX 1	2
or VWT-191	Viticulture & Winery Technology WOEX 2	
VWT-290	Viticulture & Winery Technology WOEX 3	3
or VWT-291	Viticulture & Winery Technology WOEX 4	
BIOL-110	Survey of Biology	4
or BIOL-120	General Biology	
CHEM-110	Introduction to Chemistry	4
or EART-110	Earth Science	
Total Units		37

Notes:

1. All required courses must be completed with a grade of "C" or better. Consultation with Program Coordinator is required.
2. Transfer to a baccalaureate degree granting institution: Students are encouraged to coordinate their courses with those required by the four-year institution of choice, and to closely consult with a Napa Valley College counselor and the Program Coordinator.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

The following is a suggested course sequence and does not replace an educational plan created with you and your counselor.

Course	Title	Units
First Year		
Fall		
VWT-130	General Viticulture	3
VWT-230	Fall Viticulture Operations	3
BIOL-110 or BIOL-120	Survey of Biology or General Biology	4
NVC GE Area D2: Mathematics		3-5
	Units	13-15
Spring		
VWT-132	Vineyard Soils, Fertilizers & Irrigation	3
VWT-231	Spring Viticulture Operations	3
VWT-232	Vineyard Management	3
CHEM-110 or EART-110	Introduction to Chemistry or Earth Science	4
NVC GE Area D1: English Composition		3-4
	Units	16-17
Second Year		
Fall		
VWT-180	Fundamentals of Enology	3
VWT-234	Integrated Pest Control for Grapes	3
VWT-190 or VWT-191	Viticulture & Winery Technology WOEX 1 or Viticulture & Winery Technology WOEX 2	2
NVC GE Area B: Social and Behavioral Science		3
NVC GE Area C: Humanities		3
	Units	14
Spring		
VWT-233	Advanced Viticulture	3
VWT-290 or VWT-291	Viticulture & Winery Technology WOEX 3 or Viticulture & Winery Technology WOEX 4	3
NVC GE Area E: Multicultural/Gender Studies		3
Graduation Requirement: Physical Education/Health		3
	Units	12
	Total Units	55-58

Wine Marketing and Sales: AS Degree

The programs of the Viticulture and Winery Technology department are designed to prepare students for careers in the North Coast wine industry. The one-year Certificate and two-year Associate of Science options provide students with the knowledge and skills essential for success. The Certificate in Viticulture and Winery Technology consists of production-oriented courses in viticulture and winemaking. The Certificate in Wine Marketing and Sales is a mix of viticulture, winemaking and business courses. Certificate programs may be modified to meet the career goals of the individual student. The typical student will be able to earn a Certificate in one to two years. Students who complete the Associate of Science in Viticulture and Winery Technology degree specialize in either Viticulture, Winemaking or Wine Marketing and Sales. The Associate of Science degree includes general education courses, basic science courses and core courses in the degree option. The typical student will be able to earn an Associate of Science degree in two to three years.

Program Learning Outcomes

1. (Wine Marketing and Sales) – Demonstrate an advanced understanding of wine marketing, sales, sensory evaluation, and the broader context of wine as a global business.
2. (Professionalism) – Display a basic range of professional habits and skills to meet standards of the wine industry.

Degree Requirements

Code	Title	Units
Required Courses		
BUSI-100	Introduction to Business	3
VWT-130	General Viticulture	3
VWT-136	Wines of the World	3
VWT-137	Wines of California	3
VWT-140	Cultural Appreciation of Wine	3
VWT-147	The Greatest Wines of the New World	1
VWT-150	The Wines of the Napa Valley	1
VWT-151	The Wines of France	1
VWT-152	The Wines of Italy	1
VWT-153	The Wines of Spain and Portugal	1
VWT-154	The Wines of Germany and Austria	1
VWT-173	Sensory Evaluation of Wine	3
VWT-180	Fundamentals of Enology	3
VWT-241	Wine Marketing	3
Program Elective		
6 additional units from Viticulture and Winery Technology (VWT), Business (BUSI), French (FREN), Spanish (SPAN) or Welding (WELD).		6
Total Units		36

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
BUSI-100	Introduction to Business	3
VWT-140	Cultural Appreciation of Wine	3
VWT-241	Wine Marketing	3
NVC GE Area D1: English Composition		3-4
NVC GE Area D2: Mathematics		3-5
	Units	15-18
Spring		
VWT-136	Wines of the World	3
VWT-137	Wines of California	3
VWT-173	Sensory Evaluation of Wine	3
NVC GE Area D3: Communications and Analytical Thinking		3
NVC GE Area A: Natural Science		3-5
	Units	15-17
Second Year		
Fall		
VWT-150	The Wines of the Napa Valley	1
VWT-151	The Wines of France	1
VWT-153	The Wines of Spain and Portugal	1
VWT-180	Fundamentals of Enology	3
NVC GE Area B: Social and Behavioral Sciences		3
NVC GE Area C: Humanities		3
Program Electives [1]		3
	Units	15
Spring		
VWT-130	General Viticulture	3
VWT-147	The Greatest Wines of the New World	1
VWT-152	The Wines of Italy	1
VWT-154	The Wines of Germany and Austria	1
NVC GE Area E: Multicultural/Gender Studies		3
Graduation Requirement: Physical Education/Health		3
Program Electives [1]		3
	Units	15
	Total Units	60-65

1. Program electives may be selected from any course in the following subjects: Business (BUSI), French (FREN), Spanish (SPAN), Viticulture and Winery Technology (VWT), Welding (WELD).
2. Students must complete a minimum of 5 units in VWT-190, VWT-191, VWT-290, VWT-291.
3. *ANTH-150, HUMA-100, HUMA-101, HUMA-151, HUMA-174, HUMA-186 will double count for the A.S. Degree requirements in Multicultural/Gender Studies and Humanities.

Winemaking: AS Degree

The programs of the Viticulture and Winery Technology department are designed to prepare students for careers in the North Coast wine industry. The one-year Certificate and two-year Associate of Science options provide students with the knowledge and skills essential for success. The Certificate in Viticulture and Winery Technology consists of production-oriented courses in viticulture and winemaking. The Certificate in Wine Marketing and Sales is a mix of viticulture, winemaking and business courses. Certificate programs may be modified to meet the career goals of the individual student. The typical student will be able to earn a Certificate in one to two years. Students who complete the Associate of Science in Viticulture and Winery Technology degree specialize in either Viticulture, Winemaking or Wine Marketing and Sales. The Associate of Science degree includes general education courses, basic science courses and core courses in the degree option. The typical student will be able to earn an Associate of Science degree in two to three years.

Program Learning Outcomes

1. (Winemaking) - Demonstrate an advanced understanding of winemaking including enology, laboratory analysis, winery operations, production planning, and sensory evaluation.
2. (Professionalism) – Display a basic range of professional habits and skills to meet standards of the wine industry.

Degree Requirements

Code	Title	Units
Required Courses		
VWT-130	General Viticulture	3
VWT-136	Wines of the World	3
VWT-137	Wines of California	3
VWT-172	Laboratory Analysis of Musts & Wines	3
VWT-173	Sensory Evaluation of Wine	3
VWT-180	Fundamentals of Enology	3
VWT-270	Advanced Winemaking	3
VWT-271	Winery Management	3
VWT-272	Fundamentals of Wine Chemistry & Microbio	3
VWT-280	Fall Winery Operations	3
VWT-281	Spring Winery Operations	3
BIOL-110 or BIOL-120	Survey of Biology or General Biology	4
CHEM-110	Introduction to Chemistry	4
CHEM-111	Introduction to Organic & Biological Chemistry	4
Total Units		45

Notes:

1. All required courses must be completed with a grade of "C" or better. Consultation with Program Coordinator is required.
2. Transfer to a baccalaureate degree granting institution: Students are encouraged to coordinate their courses with those required by the four-year institution of choice, and to closely consult with a Napa Valley College counselor and the Program Coordinator.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
VWT-172	Laboratory Analysis of Musts & Wines	3
VWT-173	Sensory Evaluation of Wine	3
VWT-180	Fundamentals of Enology	3
NVC GE Area B: Social and Behavioral Science		3
NVC GE Area D2: Mathematics		3-5
	Units	15-17
Spring		
VWT-137	Wines of California	3
VWT-271	Winery Management	3
VWT-281	Spring Winery Operations	3
BIOL-110 or BIOL-120	Survey of Biology or General Biology	4
NVC GE Area D1: English Composition		3-4
	Units	16-17
Second Year		
Fall		
VWT-130	General Viticulture	3
VWT-270	Advanced Winemaking	3
VWT-280	Fall Winery Operations	3
CHEM-110	Introduction to Chemistry	4
Graduation Requirement: Physical Education/Health		3
	Units	16
Spring		
VWT-136	Wines of the World	3
VWT-272	Fundamentals of Wine Chemistry & Microbio	3
CHEM-111	Introduction to Organic & Biological Chemistry	4
NVC GE Area C: Humanities		3
NVC GE Area E: Multicultural/Gender Studies		3
	Units	16
	Total Units	63-66

Viticulture and Enology: Certificate of Achievement

The programs of the Viticulture and Winery Technology department are designed to prepare students for careers in the North Coast wine industry. The one-year Certificate and two-year Associate of Science options provide students with the knowledge and skills essential for success. The Certificate in Viticulture and Winery Technology consists of production-oriented courses in viticulture and winemaking. The Certificate in Wine Marketing and Sales is a mix of viticulture, winemaking and business courses. Certificate programs may be modified to meet the career goals of the individual student. The typical student will be able to earn a Certificate in one to two years. Students who complete the Associate of Science in Viticulture and Winery Technology degree specialize in either Viticulture, Winemaking or Wine Marketing and Sales. The Associate of Science degree includes general education courses, basic science courses and core courses in the degree option. The typical student will be able to earn an Associate of Science degree in two to three years.

Program Learning Outcomes

1. (Viticulture) – Demonstrate an advanced understanding of viticulture including operations, physiology, vineyard management, soils, and integrated pest management.
2. (Professionalism) – Display a basic range of professional habits and skills to meet standards of the wine industry.

Certificate Requirements

Code	Title	Units
Required Courses		
VWT-130	General Viticulture	3
VWT-132	Vineyard Soils, Fertilizers & Irrigation	3
VWT-172	Laboratory Analysis of Musts & Wines	3
VWT-180	Fundamentals of Enology	3
VWT-230	Fall Viticulture Operations	3
VWT-231	Spring Viticulture Operations	3
VWT-232	Vineyard Management	3
VWT-271	Winery Management	3
VWT-280	Fall Winery Operations	3
VWT-281	Spring Winery Operations	3
Total Units		30

Wine Marketing and Sales: Certificate of Achievement

The programs of the Viticulture and Winery Technology department are designed to prepare students for careers in the North Coast wine industry. The one-year Certificate and two-year Associate of Science options provide students with the knowledge and skills essential for success. The Certificate in Viticulture and Winery Technology consists of production-oriented courses in viticulture and winemaking. The Certificate in Wine Marketing and Sales is a mix of viticulture, winemaking and business courses. Certificate programs may be modified to meet the career goals of the individual student. The typical student will be able to earn a Certificate in one to two years. Students who complete the Associate of Science in Viticulture and Winery Technology degree specialize in either Viticulture, Winemaking or Wine Marketing and Sales. The Associate of Science degree includes general education courses, basic science courses and core courses in the degree option. The typical student will be able to earn an Associate of Science degree in two to three years.

Program Learning Outcomes

1. (Wine Marketing and Sales) – Demonstrate an advanced understanding of wine marketing, sales, sensory evaluation, and the broader context of wine as a global business.
2. (Professionalism) – Display a basic range of professional habits and skills to meet standards of the wine industry.

Certificate Requirements

Code	Title	Units
Required Courses		
VWT-130	General Viticulture	3
VWT-136	Wines of the World	3
VWT-137	Wines of California	3
VWT-140	Cultural Appreciation of Wine	3
VWT-173	Sensory Evaluation of Wine	3
VWT-180	Fundamentals of Enology	3
VWT-241	Wine Marketing	3
Total Units		21

WELDING TECHNOLOGY

Department

Napa Valley College's (NVC) Welding Technology Program provides an extensive background in cutting and welding processes, such as Oxyacetylene Cutting and Welding, Plasma Cutting, Carbon Arc Cutting, Shielded Metal Arc Welding, Flux Core, MIG and TIG. Other courses in the program include Technical Math, Machine Shop Practice, Digital Design, and non-math Descriptive Physics.
Napa Valley College is an American Welding Society (AWS) Educational Institution Member. The Welding Technology Program offers preparation for qualification tests that can lead to becoming an AWS Certified Welder.

Career Opportunities

AWS predicts a shortage of 200,000 welders nationwide. Entry-level salaries for California welders are up to $2,900 a month, depending on specialty. Experienced welders, such as pipefitters, can earn over $6,000 monthly. Welders who belong to unions typically earn higher pay than nonunion workers. Job vacancies in Northern California are plentiful, and the demand for qualified welders is very high. Over the past several years, all qualified program graduates have found placement.

Contact Information

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Degrees and Certificates

Degrees
- Welding Technology (AS) (p. 216)

Certificates
- Welder's Assistant (Local Certificate) (p. 217)
- Welding Technician Basic (Certificate of Achievement) (p. 218)
- Combination Welding Technician (Certificate of Achievement) (p. 219)
- Welding Technology (Certificate of Achievement) (p. 220)

Courses
- Welding Technology (WELD) (p. 282)

Welding Technology: AS Degree

This is an extensive two year program in all phases of welding: oxyacetylene, semiautomatic MIG & TIG, and submerged arc, as well as stick electrode. Classes must be taken in sequence. A certificate will be granted upon completion of the required Welding courses.

Degree Requirements

Code	Title	Units
Required Courses		
WELD-120	Welding Technology 1	7
WELD-121	Welding Technology 2	7
WELD-240	Welding Technology 3	7
WELD-241	Welding Technology 4	7
DDGT-110	Technical Drawing Fundamentals	3
MACH-100	Machine Shop Practice	3
PHOT-120	Introduction to Photography	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
TECH-92	Technical Mathematics 1	3
TECH-107	Technical Mathematics II	3
Total Units		47

Notes:
All required courses must be completed with a grade of "C" or better. Consultation with the Program Coordinator is required.

To receive an Associate Degree, students must complete 60 degree applicable semester units with a grade point average of at least 2.0. Students must also complete the NVC General Education *(p. 37) pattern to earn an Associate degree. Consultation with a Counselor is highly encouraged to ensure all requirements are met.*

Course Sequencing

Course	Title	Units
First Year		
Fall		
MACH-100	Machine Shop Practice	3
TECH-92	Technical Mathematics 1	3
WELD-120	Welding Technology 1	7
Physical Education [1]		1
	Units	14
Spring		
PHOT-120	Introduction to Photography	3
TECH-107	Technical Mathematics II	3
WELD-121	Welding Technology 2	7
English Composition [2]		3-4
	Units	16-17
Second Year		
Fall		
DDGT-110	Technical Drawing Fundamentals	3
PHYS-110	Descriptive Physics	3
PHYS-111	Descriptive Physics Laboratory	1
WELD-240	Welding Technology 3	7
Physical Education [1]		1
	Units	15
Spring		
WELD-241	Welding Technology 4	7
Social and Behavioral Science [3]		3
Physical Education [1]		1
Electives [4]		4-5
	Units	15-16
	Total Units	60-62

1. PE/Health Education Graduation Requirement: Students must complete 3 units of Physical Education/Dance courses or HELH-106.
2. Students must complete 3 units minimum of English Composition from Area D1.
3. NVC General Education Area B: Social and Behavioral Science: ANTH-121;ANTH-180; CFS-140, CFS-180; HIST-145, HIST-150, HIST-152; PSYC-128 will double count for the AS Degree requirements in Multicultural/Gender Studies and Social Science.
4. Electives: Students must complete 60 degree applicable units to earn an Associate's Degree.

Welder's Assistant: Local Certificate

The Welders Assistant Local Certificate prepares the student for entry-level in a welding operation as a welders assistant. Required courses are applicable toward the AS degree and Welding Technician and Combination Welder certificates.

Program Learning Outcomes

1. The student will be able to perform rudimentary layout and fabrication skills used in the welding industry.
2. The student will be able to interpret blueprint and American Welding Society welding symbols.
3. The student will be able to identify and mitigate safety issues and follow direction from the welder or welding supervisor.
4. The student will be able to assist in the set-up of manual and semi-automatic welding and cutting equipment and apparatus used in the welding industry.

Certificate Requirements

Code	Title	Units
Required Courses (9 units)		
WELD-100	Welding Theory & Practice 1	3
WELD-101	Welding Theory & Practice 2	3
WELD-150	Metal Fabrication 1	3
Total Units		9

Welding Technician Basic: Certificate of Achievement

The Welding Technician Basic Certificate of Achievement prepares the student for pre-apprentice positions in the welding industry. The required courses are applicable to the Welding AS degree.

Career Opportunities

The Welding Technician Basic Certificate of Achievement prepares the student for pre-apprentice positions in the welding industry. The required courses are applicable to the Welding AS degree.

Program Learning Outcomes

1. The student will be able to set up and operate manual and semi-automatic welding and cutting equipment commonly used in the welding industry.
2. The student will be able to perform basic layout and fabrication to construct welded metal parts common to the welding industry.
3. The student will be able to read and interpret blueprints, shop drawings, basic welding codes and American Welding Society Weld Symbols.
4. The student will be able to work as part of a team and perform skills in a professional, ethical manner.
5. The student will be able to perform welding and cutting operations in the flat, horizontal, vertical up and down, and in the overhead fabrication positions using GMAW, SMAW, FCAW, GTAW, OAC, and PAC.
6. The student will be able to develop the skills needed to qualify as a certified welder under the AWS D1.1 Structural Welding Code.

Certificate Requirements

Code	Title	Units
Required Courses (17 units)		
WELD-120	Welding Technology 1	7
WELD-121	Welding Technology 2	7
WELD-150	Metal Fabrication 1	3
Total Units		17

Combination Welding Technician: Certificate of Achievement

The Combination Welding Technician Certificate of Achievement prepares the student for more advanced placement in an entry level position in the welding industry of their choice.

Career Opportunities

Welder, cutter, pipe welder, refinery worker, maintenance mechanic, rig welder.

Program Learning Outcomes

1. The student will be able to work safely and follow safety procedure in a welding environment.
2. The student will be able to utilize SMAW, GMAW, FCAW,GTAW, OAC, PAC, and CAC-A in all positions on structural and pipe welding applications.
3. The student will be able to read and interpret blueprints, shop drawings, assembly details and American Welding Society welding symbols.
4. The student will be able to work and contribute to a team and work with minimal supervision.

Certificate Requirements

Code	Title	Units
Required Courses (24)		
WELD-120	Welding Technology 1	7
WELD-121	Welding Technology 2	7
WELD-150	Metal Fabrication 1	3
WELD-240	Welding Technology 3	7
Total Units		24

Welding Technology: Certificate of Achievement

This is an extensive two year program in all phases of welding: SMAW, GMAW, FCAW, GTAW, OAC, PAC,and CAC-a. The program offers the student classes that must be taken in sequence. A certificate will be granted upon completion of courses listed below.

Program Learning Outcomes

1. Work efficiently and safely in a variety of welding environments.
2. Exhibit good work habits while working independently and/or part of a team.
3. Identify, understand and apply appropriate welding processes and technologies to a planned end result.
4. Develop the knowledge base to accomplish the above outcome.

Certificate Requirements

Code	Title	Units
Required Courses		
DDGT-110	Technical Drawing Fundamentals	3
MACH-100	Machine Shop Practice	3
WELD-120	Welding Technology 1	7
WELD-121	Welding Technology 2	7
WELD-150	Metal Fabrication 1	3
WELD-240	Welding Technology 3	7
WELD-241	Welding Technology 4	7
Total Units		37

COURSES

About Our Course Offerings

NVC Course Numbering System

01-49 Credit courses, not transferable, serve special populations; not intended for AA/AS degree credit
50-89 Credit courses, not transferable, developmental; not intended for AA/AS degree credit
90-99 Credit courses, not transferable, applicable for AA/AS degree
100-199 Credit courses, transferable to the California State University; generally taken during the 1st year
200-299 Credit courses, transferable to the California State University; generally taken during the 2nd year
300-399 Credit courses, not transferable, skill credit courses; applicable for the AA/AS degree
600-999 Noncredit courses, not transferable

Prerequisites/Co-requisites

Prerequisite courses must be successfully completed prior to the student enrolling in the selected course. If a course lists a co-requisite, students must be enrolled in the co-requisite course and the selected course in the same term.

Recommended Preparation

Students are advised to complete the recommended course or courses before enrolling in the selected course. Recommendations increase the student's ability to succeed.

CSU-transferable (CSU)

Courses identified with the CSU code at the end of the description are transferable to campuses of the CSU system. However, they may only be transferable as an elective. Courses number 100-299 are CSU transferable. Students should seek the advice of a counselor for complete information about the transferability of courses toward meeting general education or major requirements. Lists of CSU-transferable courses are available at www.assist.org (http://www.assist.org).

UC-transferable (UC)

NVC offers many courses that are transferable to all UC campuses. A course must be on the Transfer Course Agreement (TCA) at the time it is taken to be transferable to UC. Courses identified with a UC code at the end of the description are transferable. Lists of UC-transferable courses are available at www.assist.org (http://www.assist.org).

Availability of Course Offerings

The courses listed in the catalog may not be offered every term or every year. Students should refer to the current Schedule of Classes (http://www.napavalley.edu/academics/Scheduling/Pages/welcome.aspx) online each semester for course offerings.

Credit Courses

Every semester students can choose from hundreds of courses for which they can earn college credit. The class schedule includes general education courses to enrich the student's educational background; courses used to transfer to four-year institutions; courses which prepare the student for employment in business and industry; and courses in basic skills which strengthen the student's educational foundation. Most courses are offered on a full-semester basis, but there are also short-term courses beginning throughout the semester.

Day, Evening and Weekend Classes

Classes are taught in the day and evening in full-term and short-term formats. All evening classes are planned and scheduled through the instructional divisions. Napa Valley College offers a limited number of courses scheduled on the weekend.

Summer Session

NVC also offers day and evening classes during the summer. Students attending summer classes should be prepared for an intensive period of study, with courses offered in 6 and 8 week formats.

Distance Education: Online and Hybrid Courses

Another facet of the Napa Valley College experience is distance learning or online education. Distance learning students and teachers engage in a cooperative learning experience by accessing a virtual classroom, utilizing a variety of web-based technologies, such as websites, videos, group discussions and projects. Students partake in an interactive style of learning that harnesses the distinctive knowledge and life experiences of each participant. Distance Education classes require the same rigor as their face-to-face equivalent. In addition, they require the student to apply self-discipline to stay on task, and a level of technological knowledge to navigate and utilize a virtual learning environment. Online classes require as much or more work as a traditional face-to-face class. Hybrid classes combine face-to-face instruction with online components. Fully online and hybrid courses are offered each semester and summer terms. Students must have access to a computer and reliable Internet service throughout the term of the course.

Community Education and Noncredit Classes

The Community Education program at Napa Valley College is comprised of workshops, fee-based and noncredit courses, educational trips and tours, and short-term occupational training programs. Students who are interested in taking noncredit and community education may register online or by phone, e-mail, mail, or walk-in at the Upper Valley Campus in St. Helena. For more information, visit http://www.napavalley.edu/CommEd/Pages/default.aspx or call (707) 967-2900.

Noncredit Program

Napa Valley College offers noncredit classes and programs to provide students with access to a variety of courses at no cost to assist them in reaching their personal, academic and professional goals. Noncredit instruction serves as a key contributor to "open access" for students with diverse backgrounds and those seeking ways to improve their earning power, literacy skills and access to higher education.

Community Education

Napa Valley College encourages lifelong learning. Working with local businesses, service organizations, and interested citizens, the Community Education Program offers noncredit and fee-based community classes, Trips and Tours, and activities including kids' classes and cooking classes, designed to serve students of all ages whose educational goals do not require college credit.

The flexible nature of Community Education programs allows the college to be responsive to the expressed interests and needs of specific populations or organizations. This includes courses such as one-day workshops and seminars or classes ranging from a few weeks to an entire semester. Classes are offered on a "not for credit" basis and do not normally require lengthy student preparation or regular exams. The classes, trips, and activities provided under Community Education are designed to stimulate personal and professional growth, as well as create new interests and provide opportunities for continual learning.

The college functions as a community center, a gathering place where campus facilities are made available for the use of community groups whenever possible. The college also maintains such services as:

1. A program of public events and cultural activities including lectures and forums, art exhibits, outdoor theater and concerts;
2. A series of seminars, workshops, and conferences to meet special needs of diverse populations — business, industry, and the professions; and
3. Campus tours.

Credit Courses

A

- Accounting (ACCT) (p. 224)
- Addiction Studies (ADS) (p. 224)
- Administration of Justice (ADMJ) (p. 225)
- American Sign Language (ASL) (p. 226)
- Anthropology (ANTH) (p. 227)
- Art History (ARTH) (p. 228)
- Arts (ARTS) (p. 228)
- Astronomy (ASTR) (p. 230)

B

- Biology (BIOL) (p. 230)
- Business (BUSI) (p. 232)

C

- Chemistry (CHEM) (p. 233)
- Child and Family Studies (CFS) (p. 233)
- Communication Studies (SPCOM) (p. 236)
- Computer Information System Applications (CISA) (p. 236)
- Computer Studies (COMS) (p. 236)
- Counseling (COUN) (p. 238)
- Criminal Justice Training (CJT) (p. 238)

D

- Dance (DANS) (p. 239)
- Digital Art & Design (DART) (p. 241)
- Digital Design Graphics Technology (DDGT) (p. 242)

E

- Earth Science (EART) (p. 243)
- Economics (ECON) (p. 243)
- Education (EDUC) (p. 243)
- Emergency Medical Technician (EMT) (p. 243)
- Engineering (ENGI) (p. 244)
- English (ENGL) (p. 244)
- English as a Second Language (ESL) (p. 247)
- Environmental Science (ENVS) (p. 248)

F

- Film (FILM) (p. 249)
- French (FREN) (p. 250)

G

- Geography (GEOG) (p. 250)
- Geology (GEOL) (p. 250)

H

- Health (HELH) (p. 250)
- Health Occupations (HEOC) (p. 251)
- History (HIST) (p. 251)
- Hospitality, Culinary and Tourism Management (HCTM) (p. 252)
- Human Services (HSRV) (p. 253)
- Humanities (HUMA) (p. 254)

I

- Italian (ITAL) (p. 255)

J

- Japanese (JAPN) (p. 255)

K

- Kinesiology (KINE) (p. 255)

L

- Learning Skills (LRNS) (p. 259)
- Lesbian, Gay, Bisexual and Transgender Studies (LGBT) (p. 259)
- Library Research (LIBR) (p. 260)

M

- Machine Tool Technology (MACH) (p. 260)
- Mathematics (MATH) (p. 260)
- Music (MUSI) (p. 263)

N

- Nursing (NURS) (p. 267)

P

- Philosophy (PHIL) (p. 268)
- Photography (PHOT) (p. 269)
- Physics (PHYS) (p. 271)
- Political Science (POLI) (p. 272)
- Psychiatric Technician (PTEC) (p. 272)
- Psychology (PSYC) (p. 273)

R

- Respiratory Therapy (RESP) (p. 274)

S

- Sociology (SOCI) (p. 275)
- Spanish (SPAN) (p. 276)

T

- Technical Studies (TECH) (p. 277)
- Theater Arts (THEA) (p. 277)

V

- Vineyard and Winery Technology (VWT) (p. 279)

W

- Welding (WELD) (p. 282)
- Work Experience (WOEX) (p. 282)

Noncredit Courses

A

- Arts for Older Adults-Noncredit (ARTSNC) (p. 284)

B

- Business-Noncredit (BUSN/BUSNC) (p. 284)

C

- Community Living Skills-Noncredit (YEMD) (p. 284)
- Creative Writing-Noncredit (LARN) (p. 285)
- Criminal Justice Training-Noncredit (CJTNC) (p. 285)

E

- English as a Second Language-Noncredit (ABEN) (p. 285)
- English as a Second Language-Noncredit (ESLNC) (p. 286)
- English-Noncredit (ENGLNC) (p. 287)

F

- Family-Noncredit (FAMN) (p. 287)

H

- Hospitality-Noncredit (HOSPNC) (p. 287)

L

- Learning Skills-Noncredit (LRNSNC) (p. 287)
- Learning Skills-Noncredit (YEDD) (p. 287)
- Lesbian, Gay, Bisexual and Transgender Studies-Noncredit (LGBTNC) (p. 288)

M

- Mathematics Skills-Noncredit (MATHNC) (p. 288)
- Music For Older Adults-Noncredit (MUSINC) (p. 288)

P

- Physically Limited-Noncredit (YEPL) (p. 288)

S

- Specialized Instruction-Noncredit (YNVS) (p. 288)

T

- Theater Arts-Noncredit (THEANC) (p. 289)

W

- Wine and Agriculture-Noncredit (AGN) (p. 289)

Accounting (ACCT)

ACCT-120 Introduction to Accounting **3 Units**
54 hours lecture; 54 hours total
An introduction to the field of accounting and the role accounting plays in local, national and transnational businesses. This course will focus on the manual preparation of financial statements, specifically, the bookkeeping rules. This discussion includes the use of journals, ledgers, posting and the closing of the financial records ending with a discussion of the possible uses and analysis of financial statements.
Transfers to CSU only

ACCT-122 Federal Income Tax for Individuals **3 Units**
54 hours lecture; 54 hours total
A comprehensive introduction to the concepts and principles of individual U.S. income tax law. The course will examine federal tax laws applicable to the determination, payments and reporting requirements for individual taxpayers.
Transfers to CSU only

ACCT-125 Financial Accounting **5 Units**
90 hours lecture; 90 hours total
Recommended Preparation: *Completion of ACCT-120 with a minimum grade of C.*
This is the study of Accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. Includes issues relating to asset, liability and equity valuation, revenue and expense recognition, cash flow, internal controls and ethics.
Transfers to both UC/CSU

ACCT-126 Managerial Accounting **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of ACCT-125 with a minimum grade of C.*
This is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. Focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments.
Transfers to both UC/CSU

ACCT-127 Computer Accounting **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ACCT-120 or ACCT-125 with a minimum grade of C.*
This course provides an introduction to the principles and procedures for using financial accounting software, such as Quickbooks, to set up a company and process normal, ongoing transactions in a small to medium business. Cross-listed with CISA-127.
Transfers to CSU only

Addiction Studies (ADS)

ADS-100 Law and Ethics **3 Units**
54 hours lecture; 54 hours total
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of HSRV-120 with a minimum grade of C.*
Recommended Preparation: *Completion of HSRV-124 with a minimum grade of C.*
Introduces ethical and legal issues in counseling people struggling with addiction. Explores frameworks for addressing legal and ethical issues arising from engagement, assessment, and treatment of individuals, families, groups, and at-risk populations. Develops understanding of laws, code of ethics, and client rights. Examines the relationship between personal values and professional behavior.
Transfers to CSU only

ADS-120 Introduction to Addiction Studies **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of HSRV-120 and HSRV-124 with a minimum grade of C.*
An introductory course in substance abuse that orients the learner to commonly abused substances and their physical and cognitive impact, addiction theory, problem identification and treatment modalities. This course emphasizes prevention and intervention strategies for helping professionals working in a variety of health and human service settings.
Transfers to CSU only

ADS-123 Counseling Theories and Techniques **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ADS-100, ADS-120, HSRV-120 and HSRV-124 with a minimum grade of C.*
In this course students will develop a theoretical and applied foundation for the assessment and treatment of alcohol and substance use disorders across the lifespan. The course will focus on evidence-based treatment for addictions with individuals, families, and groups.
Transfers to CSU only

ADS-125 Personal and Professional Growth **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ADS-100, ADS-120, HSRV-120, and HSRV-124 with a minimum grade of C.*
This course explores the professional development of the addiction counselor. It includes ethical foundation, transference, and countertransference. Students review the importance of maintaining good health, the signs of burnout, and burnout prevention strategies.
Transfers to CSU only

ADS-127 Case Management in Addiction Studies **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ADS-100, ADS-120, HSRV-120, and HSRV-124 with a minimum grade of C.*
The course provides training in case management skills to implement with clients struggling with substance use and addiction. Students will learn the practical aspects of case management: intake interviews, assessment, organization and design of a case plan, implementation and follow up.
Transfers to CSU only

ADS-132 Alcohol & Drug Prevention and Treatment 3 Units
54 hours lecture; 54 hours total
A course on the practical application of the historical, theoretical, research and contemporary approaches to substance use prevention and treatment. The impact of substance use on the family and issues about the continuum of care for treatment are explored.
Transfers to CSU only

ADS-133 Assessment and Treatment Planning in Addiction Studies 2 Units
36 hours lecture; 36 hours total
The course reviews of the principles and practices of addiction treatment including the processes of intake, screening, assessment, treatment planning, referral, documentation, professional and ethical codes of conduct. Students will practice documentation record management procedures.
Transfers to CSU only

ADS-134 Co-Occuring Disorders in Addiction Studies 3 Units
54 hours lecture; 54 hours total
A review of the major concepts, definitions, and features of co-occurring mental health disorders associated with addiction. Recognition of co-occurring disorders and the appropriate scope of practice are emphasized, including cultural sensitivity when working with issues of addiction. Common types of mental health issues associated with addiction, an overview of appropriate treatment and management approaches, the relationship between mental health and substance use facilities will be examined.
Transfers to CSU only

ADS-135 Pharmacology and the Physiological Effects of Addiction 3 Units
54 hours lecture; 54 hours total
Prerequisite: *Completion of ADS-100 ADS-120 HSRV-120 HSRV-124 with a minimum grade of C.*
The course presents an overview of the physiological processes and impacts of drugs and alcohol on a person including risk factors related to addiction, acute and chronic health problems, communicable diseases, and fetal impact. Medical and pharmacological resources and appropriate community referrals are also reviewed.
Transfers to CSU only

ADS-193 Supervised Practicum for Addiction Studies 1 3.5 Units
27 hours lecture; 130 hours lab; 157 hours total
Prerequisite: *Completion of ADS-100, ADS-120, HSRV-120 and HSRV-124 with a minimum grade of C.*
Prerequisites or Corequisites: *Previous completion of or concurrent enrollment in ADS-123 with a minimum grade of C.*
Limitation on Enrollment: *Assessment by the Program Coordinator.*
This course is the first part of a supervised fieldwork practicum that actively involves students at a supervised chemical dependency service site. Students apply and integrate the values, knowledge, and skills learned in the classroom through direct, hands-on experience in the area of alcohol and drug counseling. Special attention is given to individual, group, and family counseling.
Transfers to CSU only

ADS-194 Supervised Practicum in Addiction Studies 2 3.5 Units
27 hours lecture; 130 hours lab; 157 hours total
Prerequisite: *Completion of ADS-193 with a minimum grade of C or assessment by the program coordinator.*
This course is the second part of a supervised fieldwork practicum that actively involves students at a supervised chemical dependency service site. Students apply and integrate the values, knowledge, and skills learned in the classroom through direct, hands-on experience in the area of alcohol and drug counseling. Special attention is given to individual, group, and family counseling.
Transfers to CSU only

ADS-199 Independent Study in Addiction Studies 1-6 Units
18-108 hours lecture; 18-108 hours total
Limitation on Enrollment: *Assessment by the Instructor.*
An independent study course for students completing their addiction certificate. This course will allow students to complete CCAPP required content which was not reviewed in previous human services courses.
Transfers to CSU only

Administration of Justice (ADMJ)

ADMJ-120 Introduction to the Criminal Justice System 3 Units
54 hours lecture; 54 hours total
This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principles and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies.
Transfers to both UC/CSU

ADMJ-121 Introduction to Criminal Law 3 Units
54 hours lecture; 54 hours total
Prerequisite: *Completion of ADMJ-120 with a minimum grade of C.*
This course offers an analysis of the doctrines of criminal liability in the United States and the classifications of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which upper-division criminal justice courses will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes.
Transfers to both UC/CSU

ADMJ-122 Introduction to Criminal Procedures 3 Units
54 hours lecture; 54 hours total
This course examines the roles and responsibilities of each component of the criminal justice system when interacting with violators of the law. The students in this course will become familiar with the procedural rights of an accused from the time of an accusation until the completion of the sentence.
Transfers to CSU only

ADMJ-123 Introduction to Community Policing **3 Units**
54 hours lecture; 54 hours total
This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with the emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics may include the consensus and conflicting values in culture, religion, and law. The importance of language, communication skills, the sharing of decision-making authority and responsibility for the outcomes, and the understanding of the operations prejudice and discrimination will be stressed.
Transfers to both UC/CSU

ADMJ-124 Introduction to Investigation **3 Units**
54 hours lecture; 54 hours total
This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, sources of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process.
Transfers to CSU only

ADMJ-125 Introduction to Evidence **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
The origin, development, philosophy and constitutional basis of legal evidence; constitutional and procedural considerations affecting arrest and search and seizure; kinds and degrees of evidence, rules, and case studies. This course covers categories of evidence as well as legal rules governing its admission or exclusion in the criminal process.
Transfers to CSU only

ADMJ-130 Introduction to Juvenile Procedures **3 Units**
54 hours lecture; 54 hours total
This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focuses on Juvenile Law, courts and processes, and the constitutional protects extended to juveniles administered in the American Justice System.
Transfers to both UC/CSU

ADMJ-190 Administration of Justice Internship 1 **3 Units**
18 hours lecture; 120-150 hours work experience; 138-150 hours total
A program designed to permit Administration of Justice students to work as interns inside various agencies associated with law, law enforcement, courts, corrections, probation, Fish and Game, and private security. Students are evaluated by the agency and college staff. Internships frequently lead to employment in the agencies where assignments are made. Course requires 120 hours of volunteer work or 150 hours of paid work.
Transfers to CSU only

ADMJ-191 Administration of Justice Internship 2 **3 Units**
18 hours lecture; 120-150 hours work experience; 138-150 hours total
A program designed to permit Administration of Justice students to work as interns inside various agencies associated with law, law enforcement, courts, corrections, probation, Fish and Game, and private security. Students are evaluated by the agency and college staff. Internships frequently lead to employment in the agencies where assignments are made. Course requires 120 hours of volunteer work or 150 hours of paid work.
Transfers to CSU only

ADMJ-199 Independent Study in Administration of Justice **1-3 Units**
54-162 hours lab; 54-162 hours total
Prerequisite: *Assessment by the Instructor.*
An independent study course for students with an interest in projects outside the regular curriculum.
Transfers to CSU only

ADMJ-290 Administration of Justice Internship 3 **3 Units**
18 hours lecture; 120-150 hours work experience; 138-150 hours total
A program designed to permit Administration of Justice students to work as interns inside various agencies associated with law, law enforcement, courts, corrections, probation, Fish and Game, private security, and any agency or entity that provides an opportunity for the student to work with the public. Students are evaluated by the agency and college staff. Internships frequently lead to employment in the agencies where assignments are made and provide the students life experience opportunities which may benefit them as public service employees in the future. Course requires 120 hours of volunteer work or 150 hours of paid work.
Transfers to CSU only

ADMJ-291 Administration of Justice Internship 4 **3 Units**
18 hours lecture; 120-150 hours work experience; 138-150 hours total
A program designed to permit Administration of Justice students to work as interns inside various agencies associated with law, law enforcement, courts, corrections, probation, Fish and Game, private security, and any agency or entity that provides an opportunity for the student to work with the public. Students are evaluated by the agency and college staff. Internships frequently lead to employment in the agencies where assignments are made and provide the students life experience opportunities which may benefit them as public service employees in the future. Course requires 120 hours of volunteer work or 150 hours of paid work.
Transfers to CSU only

American Sign Language (ASL)

ASL-120 First Semester American Sign Language **5 Units**
90 hours lecture; 90 hours total
This introductory course emphasizes grammar and receptive and expressive skills. It also includes cultural aspects of the deaf community.
Transfers to both UC/CSU

ASL-121 Second-Semester American Sign Language **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of ASL-120 with a minimum grade of C.*
This course continues the study of American Sign Language through expressive and receptive signing, translation, composition, and grammatical analysis and application. Expressive and receptive conversational skills balanced with writing skills are also taught. The study of culture and history of the deaf is continued.
Transfers to both UC/CSU

Anthropology (ANTH)

ANTH-120 Biological Anthropology **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Recommended Preparation: *Completion of ENGL-90 and MATH-85 with a minimum grade of C.*
This course introduces students to the theories, methods, and applications of biological anthropology. Topics include the scientific method, principles of evolution and adaptation, human genetics, human osteology, hominin species and the fossil record, and the anatomy and behavior of living non-human primates. Lab is included in this course.
Transfers to both UC/CSU

ANTH-121 Introduction to Cultural Anthropology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This introductory course positions culture as a key concept for understanding diverse ways of life both internationally and in American communities. Primary anthropological methods and concepts of kinship, gender, ethnicity, race and class will be explored as formative elements of society and culture. Through analyzing the intersections between global processes and identity-making, this class will explore what it means to be "American," as well as to be human, in the contemporary world.
Transfers to both UC/CSU

ANTH-122 Magic, Witchcraft, and Religion **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Cross-cultural study of magic, ritual, myth, ancestor worship, and witchcraft using the theories and methods of anthropology. Emphasis is on understanding the role of belief and ritual within a given cultural context, as well as broader comparisons to derive insight into the general functions of belief and ritual in human life.
Transfers to both UC/CSU

ANTH-130 Introduction to Archaeology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Introduces the basic theories and principles of contemporary scientific archaeology and the methods through which archaeologists recover and interpret the past. Students will explore basic excavation and analysis methods, as well as the relevance of archaeological studies to contemporary social issues. Fieldwork and museum exhibits outside of class are required.
Transfers to both UC/CSU

ANTH-131 Mesoamerican Archaeology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
An archaeological survey of the ancient civilizations of Mesoamerica. The course includes studies of the Olmecs, the Maya and the Aztecs, with particular emphasis on Maya civilization. Students will explore the major archaeological sites of Mesoamerica through both primary sources and current archaeological research.
Transfers to both UC/CSU

ANTH-145 Medical Anthropology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
The course will explore human evolution, globalization and the environment as factors for health disparities and the geographic distribution of disease. Emphasis is placed on the cross-cultural, comparative analysis of how people cope with illness through a range of medical systems, with particular attention to the unique experiences of women and ethnic groups within the United States.
Transfers to CSU only

ANTH-150 Anthropology of Sex, Gender and Sexuality **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Students will examine the cultural frameworks and theoretical debates concerning sex and gender, including the impact of forces of change (migration, globalization, etc.) on gender issues. The perspectives of women and contemporary ethnic groups that identify or seek to redefine Latino/a, Chicano/a, Native American, and African American experiences will be emphasized.
Transfers to both UC/CSU

ANTH-180 The Anthropology of Childhood **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
A comparative study of childhood as experienced in a variety of world cultures. Explores different cultural patterns of child rearing and the differential experiences of childhood as they are influenced by race, class, gender and environmental variables. The role of women and girls as childbearers, caretakers and providers will be emphasized. The effects of rapid culture change on children will be studied with particular emphasis on poverty, armed conflict, and HIV/AIDS. Cross-listed with CFS-180.
Transfers to both UC/CSU

ANTH-200 Linguistic Anthropology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course examines the complex relationship between culture and language. Lectures and readings will use linguistic case studies and data to explore various theories about how language is shaped by, and in turn shapes, culture and social relations.
Transfers to both UC/CSU

ANTH-201 Field Studies in Anthropology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Field study of significant anthropological sites including techniques of inquiry and analysis applied at selected field sites. Introductory lecture covering key issues and techniques required for a field study, followed by on-site visit(s).
Transfers to both UC/CSU

Art History (ARTH)

ARTH-105 History of Western Art: Prehistoric Through Medieval 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
Survey of important monuments and objects from the prehistoric, ancient and medieval periods. The course explores the relationship of different visual forms to each other and to the historical context in which they were made. Required for all Art History majors.
Transfers to both UC/CSU

ARTH-106 History of Western Art: Renaissance to Contemporary 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
This survey course covers painting, sculpture, and architecture in the Western (European and North American) tradition, from the Renaissance to the Contemporary period. Emphasis is on the connection between visual culture and its historic context. Required for all art and art history majors.
Transfers to both UC/CSU

ARTH-110 History of Graphic Design 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
From the print revolution to the digital world, this course will study the intersection of information and art, examining how western society has communicated through posters, books, and other forms of design.
Transfers to both UC/CSU

ARTH-118 Survey of Modern Art 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
This course covers the major historical and formal developments of Modernism in art, architecture and design from the mid-nineteenth-century to the present.
Transfers to both UC/CSU

ARTH-130 History of Asian Art 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
This is an introduction to the artistic traditions of India, China, Korea, and Japan. Emphasized will be the connection of art to specific historic and cultural contexts.
Transfers to both UC/CSU

ARTH-135 Arts of Africa, Oceania, and Native North America 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
This is an introduction to the visual culture of Africa, the Pacific Islands, and native North America, from prehistoric to contemporary periods. Emphasis will be on the interrelationship of objects and architecture with specific spiritual, cultural, and political contexts.
Transfers to both UC/CSU

ARTH-180 History of Photography 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
This course traces the history of photography from its beginnings to digital imaging. Emphasis will be on photography as a social force and an artistic practice. Required for photography majors. Cross-listed with PHOT-180.
Transfers to both UC/CSU

Art (ARTS)

ARTS-100 Foundations of Studio Arts 3 Units
54 hours lecture; 54 hours total
This course provides a broad introduction to the history, materials, and practices of the studio arts, focusing on the development and contemporary expressions of drawing, painting, ceramics, printmaking, sculpture, photography, and other media.
Transfers to both UC/CSU

ARTS-101 2D Foundations 3 Units
108 hours activity; 108 hours total
2D Foundations is a broad introductory course focusing on the history, materials, and practices of two-dimensional Art and Design across cultures and historical periods. Topics include: the elements and principles of Art and Design, color theory, and interpretive analysis of form and content. Required for the AA in Studio Arts and for students transferring to a BA or BFA art program.
Transfers to both UC/CSU

ARTS-102 3D Foundations 3 Units
108 hours activity; 108 hours total
This is an introductory studio course that focuses on the basic principles of three-dimensional design with applications in a variety of sculptural media including clay, plaster, wood and paper. Topics include basic design principles, interpretive analysis of form and content and theories of spatial organization. Required for all art majors.
Transfers to both UC/CSU

ARTS-105 Color Theory 3 Units
108 hours activity; 108 hours total
This course focuses on the principles, theories, and applications of additive and subtractive color in two dimensions. Topics will include major historical and contemporary color systems, production of projects in applied color, and the elements of design as they apply to color.
Transfers to both UC/CSU

ARTS-110 Fundamentals of Drawing 3 Units
108 hours activity; 108 hours total
This course focuses on the development of observational skills and drawing techniques, employing a wide range of drawing media and subject matter. Students in this course will develop both technical abilities and creative responses to material and subject matter. No prior experience with drawing is required or expected.
Transfers to both UC/CSU

ARTS-111 Figure Drawing **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-110 with a minimum grade of C.*
This course focuses on drawing the human figure from observation using a wide variety of drawing media and techniques. Topics include an introduction to human anatomy and an introduction to the historical and contemporary role of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure.
Transfers to both UC/CSU

ARTS-112 Creative Drawing **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-110 with a minimum grade of C.*
This studio course focuses on creative and technical problems related to intermediate level drawings, focusing on more complex and varied subject matter, media and concepts. Students in this course will build on the fundamental drawing skills to develop personalized approaches to content and materials in exercises covering color media, abstraction, and expressive/interpretive drawing.
Transfers to both UC/CSU

ARTS-120 Fundamentals of Painting **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-101 with a minimum grade of C.*
This introductory studio course focuses on the basic techniques and materials of painting, employing a wide range of painting media and subject matter. Topics include basic color theory, materials, development of both representational and abstract approaches, and strategies for intuitive, individual response to subject matter and materials in directed assignments. Designed for students with no prior experience with painting.
Transfers to both UC/CSU

ARTS-130 Introduction to Printmaking **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-110 with a minimum grade of C.*
This course introduces students to the basic materials, equipment, and processes of printmaking. Fundamentals of intaglio and relief printmaking will be emphasized, including etching, drypoint, and woodcut, with introduction to various monotype processes. Lectures, readings, and discussions surrounding historical and contemporary p;printmaking practices will supplement studio projects. Designed for students with no prior printmaking experience.
Transfers to both UC/CSU

ARTS-140 Beginning Ceramics: Hand-Building **3 Units**
108 hours activity; 108 hours total
The basic processes and technologies of ceramics and appreciation of clay as a form of artistic expression will be explored. An introduction to a variety of hand-building methods and hands-on use of these processes to create various hand-built pieces. Includes an introduction to the appreciation of historic ceramic objects. Lectures on clay, glazes, kilns and firing. Appropriate for all art majors and minors as well as general interest students.
Transfers to both UC/CSU

ARTS-141 Beginning Ceramics: Throwing **3 Units**
108 hours activity; 108 hours total
The basic processes and technologies of ceramics and appreciation of clay as a form of artistic expression will be explored. Introduction to a variety of throwing methods and hands-on use of these processes to create various thrown pieces. Includes an introduction to the appreciation of historic ceramic objects. Lectures on clay, glazes, kilns and firing. Appropriate for all art majors and minors as well as general interest students.
Transfers to both UC/CSU

ARTS-145 Clay Sculpture **3 Units**
108 hours activity; 108 hours total
The use of clay as a means of artistic expression. Emphasis on exploring images and ideas that can be expressed in clay and techniques to execute them.
Transfers to both UC/CSU

ARTS-150 Sculpture **3 Units**
108 hours activity; 108 hours total
Introduces materials, techniques, form, and content of sculpture through the creation and critique of simple sculptural works in selected materials.
Transfers to both UC/CSU

ARTS-199 Independent Study in Art **1-3 Units**
54-162 hours lab; 54-162 hours total
Prerequisite: *Approval of the project contract by the Art faculty member who will administer the project.*
Allows students to explore in depth an area of art theory, history or performance under the guidance of an instructor. History projects culminate in a paper; performance projects end in a final art work or body of work evaluated by an instructor.
Transfers to CSU only

ARTS-210 Intermediate Figure Drawing **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-111 with a minimum grade of C.*
This studio course is a continuation of the pictorial problems and material techniques of figure drawing introduced in ARTS 111, focusing on more complex subject matter, formats, and techniques. Students in this course will develop individualized approaches to figure drawing utilizing both black-and-white and color drawing media.
Transfers to CSU only

ARTS-220 Intermediate Painting **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-120 with a minimum grade of C.*
This studio course is a continuation of the pictorial problems and material techniques of painting introduced in ARTS 120, focusing on more complex and varied subject matter, media, and concepts.
Transfers to both UC/CSU

ARTS-240 Intermediate Ceramics: Handbuilding **3 Units**
108 hours activity; 108 hours total
Prerequisite: *Completion of ARTS-140 with a minimum grade of C.*
Develops an understanding of clay as a form of artistic expression through exploration of form, materials, content and function. Using a variety of hand-building techniques students will problem solve a number of assignments. Students will use a variety of surface treatments and have hands-on experience with kilns, studio equipment and glazes. Includes study of contemporary and historic ceramics.
Transfers to both UC/CSU

ARTS-241 Intermediate Ceramics: Throwing **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-141 with a minimum grade of C.*
Develops an understanding of clay as a form of artistic expression through an exploration of form, materials, content and function. Using a variety of wheel-throwing techniques students will problem solve a number of assignments. Students will use a variety of surface treatments and have hands-on experience with kilns, studio equipment and glazes. Includes an intermediate study of contemporary and historic ceramics.
Transfers to both UC/CSU

ARTS-244 Kiln Design **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of ARTS-141 with a minimum grade of C.*
A course for the student who wishes to gain knowledge and experience in the principles, design, and construction of kilns. Historic and contemporary kiln styles, firing methods and theories will be explored. Instruction on loading and firing the wide variety of existing studio kilns is included.
Transfers to CSU only

ARTS-246 Raku-Fired Ceramics **1 Unit**
36 hours activity; 36 hours total
This course involves an introduction to and continued investigation of the Raku-firing process. Includes the study of clay and glaze varieties appropriate for Raku. Students will design and produce ceramic forms specifically for the Raku process. The form, function, surface, and content of historic, contemporary and student works will be analyzed and studied.
Transfers to both UC/CSU

ARTS-247 Low-Fired Ceramics **3 Units**
36 hours lecture; 72 hours lab; 108 hours total
Introduces students to various aspects of working with clay at lower temperatures, including worldwide historical developments, earthenware clay bodies and slips. Methods and types of finishing and glazing include pit firing, electric firing, and experimental firing will be explored. Creation of earthenware works with low-temperature surface treatments fired in kilns appropriate for home studios will be the main focus of this course. Ideal for the aspiring home studio potter or ceramic artist.
Transfers to both UC/CSU

ARTS-248 Introduction to Glazes **3 Units**
36 hours lecture; 72 hours lab; 108 hours total
Designed for the student who wishes to understand how glazes are developed, prepared and used. Included are history of ceramic glazes, methods of developing and applying glazes, materials used in glazes, and practical experience in glazing testing and evaluation.
Transfers to both UC/CSU

ARTS-249 Ceramic Surfaces: Wood Kiln-Salt Kiln **3 Units**
36 hours lecture; 72 hours lab; 108 hours total
Recommended Preparation: *Completion of ARTS-141 with a minimum grade of C.*
This course covers the historic and contemporary art of atmospheric (wood and salt) fired ceramics. Topics covered in this course will include various clay forming techniques, clay body and glaze formulation for atmospheric firing, an array of firing procedures, firing outcomes, and the aesthetics of historic and contemporary atmospheric firing.
Transfers to CSU only

ARTS-260 Studio Workshop **3 Units**
108 hours activity; 108 hours total
Limitation on Enrollment: *Portfolio Review.*
This course is designed for art students interested in further honing skills learned in drawing, painting, printmaking or mixed media through individually directed work in a supervised studio environment with regular group, individual and written critiques and reviews. Topics include portfolio development, written communication of artistic concepts, and related academic and professional practices.
Transfers to CSU only

ARTS-261 Ceramics Workshop **3 Units**
36 hours lecture; 72 hours lab; 108 hours total
Recommended Preparation: *Completion of ARTS-240 or ARTS-241 with a minimum grade of C.*
Appropriate for students with intermediate skills in either hand-building or wheel-throwing. This course will emphasize the continued development of technical skills, content, composition and the critical assessment of ceramic works. Contemporary developments in ceramic art will be included through image and demonstration based lectures, workshops and field trips.
Transfers to both UC/CSU

Astronomy (ASTR)

ASTR-110 Descriptive Astronomy **3 Units**
54 hours lecture; 54 hours total
An introductory general education course on the formation, properties, evolution, and fates of celestial objects--from galaxies to planets to black holes.
Transfers to both UC/CSU

ASTR-111 Practical Astronomy **3 Units**
54 hours lecture; 9 hours lab; 63 hours total
An introductory general education course which emphasizes how to observe and understand the motions of the celestial objects, including the sun, moon, planets, comets, meteors, and stars. Evening group sky-observing is included.
Transfers to both UC/CSU

Biology (BIOL)

BIOL-103 Introduction to Nutrition **3 Units**
54 hours lecture; 54 hours total
This is a general introduction to concepts of nutrition and its relation to human health. Course topics include a study of nutrients; their use and effect in the body; psychological, socioeconomic and geographic influences of nutritional practices; and current nutritional concerns. Calorie and nutrient analysis is considered in relation to balanced diets and weight control.
Transfers to both UC/CSU

BIOL-105 Human Biology **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of CHEM-110 with a minimum grade of C.*
Recommended Preparation: *Completion of MATH-94 and ENGL-90 with a minimum grade of C.*
A survey of human biology focusing on anatomy, physiology, cell development, tissues, organs, and organ systems. The course also covers molecular biology, genetics, human evolution, and diversity. Laboratories include microscopic observations, experiments, and animal dissections. This course is specifically designed for health occupations students as a prerequisite to Human Anatomy and Human Physiology, but is also designed for non-majors.
Transfers to both UC/CSU

BIOL-110 Survey of Biology **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
A study of life, including surveys of plant and animal kingdoms, mammalian anatomy and physiology, cytology, genetics, and ecology. Intended for non-biology majors.
Transfers to both UC/CSU

BIOL-112 Introduction to Ecology **3 Units**
54 hours lecture; 54 hours total
This course explores basic principles of ecology and environmental biology, including study of major biomes and habitat types, biological diversity, interactions of organisms with the physical environment, plant and animal interactions, nutrient cycling and energy flow in ecosystems, and the interdependence of organisms in biological communities. The role of humans in the environment will also be examined. This is an introductory course for science majors as well as non-majors.
Transfers to both UC/CSU

BIOL-117 Wildlife Biology **3 Units**
54 hours lecture; 54 hours total
An introduction to the biology, ecology, and management of terrestrial wildlife, with emphasis on California fauna. Includes one Saturday field trip to a wildlife refuge.
Transfers to both UC/CSU

BIOL-120 General Biology **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of CHEM-120 with a minimum grade of C.*
Study of the basic principles of biology on the molecular and cellular levels with emphasis on macromolecules of life, organelle structure and function, cellular metabolism, cellular reproduction, Mendelian and molecular genetics. Intended primarily for Biology Majors or students requiring a molecular/cellular interpretation of life.
Transfers to both UC/CSU

BIOL-199 Independent Studies in Biology **1-3 Units**
54-162 hours lab; 54-162 hours total
Prerequisite: *Submission of a written proposal to be reviewed and approved by two regular biology faculty members.*
Study in an area of biology of special interest to the student. May include advanced studies and projects begun in other biology courses or biological studies not normally included in formal course work.
Transfers to CSU only

BIOL-218 Human Anatomy **5 Units**
54 hours lecture; 108 hours lab; 162 hours total
Prerequisite: *Completion of MATH-94 and ENGL-90, and BIOL-105 OR BIOL-120 with a minimum grade of C.*
An introduction to the principles of the gross and microscopic anatomy of the human body. Dissection of a human cadaver and a cat are supplemented by anatomical models, charts, and microscopic observation of human tissues. Primarily intended for students pursuing an Associates Degree in Nursing (ADN), A.S. Degree in Respiratory Care, or B.A./B.S. Degree in a Health Sciences field.
Transfers to both UC/CSU

BIOL-219 Human Physiology **5 Units**
54 hours lecture; 108 hours lab; 162 hours total
Prerequisite: *Completion of CHEM-110, ENGL-90 and BIOL-105 or BIOL-120 with a minimum grade of C.*
Recommended Preparation: *Completion of BIOL-218 with a minimum grade of C.*
An introduction to the function of the human body, emphasizing mechanisms of homeostasis and integration at the biochemical, cellular, tissue, organ, and organ system levels. Laboratory exercises include measurement and analysis of physiological data and study of structure-function relationships in body tissues and organs. Primarily intended for students pursuing an Associates Degree in Nursing, A.S. degree in Respiratory Care, or B.A./B.S. degree in a Health Sciences field.
Transfers to both UC/CSU

BIOL-220 General Microbiology **5 Units**
54 hours lecture; 108 hours lab; 162 hours total
Prerequisite: *Completion of BIOL-120 or BIOL-219 with a minimum grade of C.*
Morphology, metabolism, molecular genetics and ecology of bacteria, fungi, viruses, helminths and protozoa. Extensive laboratory work includes aseptic techniques, methods of cultivation, identification and enumeration of bacteria, examination of biochemical characteristics and molecular biology techniques using common bacteria. Primarily intended for students pursuing degrees in a health sciences field or majoring in biological sciences.
Transfers to both UC/CSU

BIOL-240 General Zoology **5 Units**
72 hours lecture; 54 hours lab; 126 hours total
Prerequisite: *Completion of BIOL-120, CHEM-120 and MATH-94 with a minimum grade of C.*
An integrated course in zoology and organismal biology, emphasizing the anatomy, physiology, development, diversity, and evolutionary relationships of animals. Major topics include comparative study of major animal phyla, principles of evolution, genetics of organisms and populations, mechanisms of animal development, and structure-function relationships in animals. Intended for biology majors.
Transfers to both UC/CSU

BIOL-241 General Botany **5 Units**
72 hours lecture; 54 hours lab; 126 hours total
Prerequisite: *Completion of BIOL-120, CHEM-120 and MATH-94 or equivalent with a minimum grade of C.*
An integrated study of contemporary plant biology and principles of ecology. The course includes the life cycles, anatomy, physiology, evolution and ecology of protists, fungi, and plants. Intended for Biology Majors.
Transfers to both UC/CSU

Business (BUSI)

BUSI-100 Introduction to Business **3 Units**
54 hours lecture; 54 hours total
This course is a survey in business providing a multidisciplinary examination of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. and a global society. It demonstrates how these influences impact the primary areas of business including: organizational structure and design; leadership, human resource management, organized labor practices; marketing; organizational communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities market; and therefore affect a business's ability to achieve its organizational goals.
Transfers to both UC/CSU

BUSI-101 Business Planning I **3 Units**
54 hours lecture; 54 hours total
Upon completion of this course, the student should be able to assess the current economic, social and political climate for the business idea studied. In addition, the student should be able to explain how demographic, technological and social changes impact the business idea. Students will assess the personal appropriateness of their business ideas based on their strengths and skills, and personal, professional and financial goals. An initial market assessment will be made and students will test their business concept through basic market research. This course is required for all program-specific Entrepreneurship Certificates. The final outcome of the class will be a determination of the feasibility of the entrepreneurial student's business idea.
Transfers to CSU only

BUSI-102 Business Planning II **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of BUSI-101 with a minimum grade of C.*
This course will review the roles of entrepreneurs and small business in today's economy. Students will build a business plan for the business they would like to create.
Transfers to CSU only

BUSI-103 Legal Environment of Business **3 Units**
54 hours lecture; 54 hours total
This course provides an overview of fundamental legal principles pertaining to business transactions and an introduction to the law as an instrument of social and political control in society. Topics included sources of law and ethics, contracts, torts, agency, judicial and administrative processes, employment law, forms of business organizations, and domestic and international governmental regulations.
Transfers to both UC/CSU

BUSI-105 Business Communication **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C or eligibility for ENGL-120.*
This course focuses on written communication for business. Punctuation, sentence structure, and style will be reviewed. Students will write letters, memos, and business reports and will be introduced to research methods and procedures.
Transfers to CSU only

BUSI-111 Introduction to International Business **3 Units**
54 hours lecture; 54 hours total
This course is a survey of International business, including politics, culture and economics. Specific topics include entry strategies for foreign operations, establishing banking relationships, raising capital, currency exchange and marketing in foreign environment. The course will also study international human resource management, International operations and supply-chain management strategies, as well as international accounting and taxation.
Transfers to CSU only

BUSI-142 Principles of Management **3 Units**
54 hours lecture; 54 hours total
Analysis of basic management theory and concepts. The primary functions of management (planning, organizing, coordinating, and controlling) are studied in depth.
Transfers to both UC/CSU

BUSI-144 Introduction to Entrepreneurship **3 Units**
54 hours lecture; 54 hours total
This course is an introduction to the theory, process, and practice of entrepreneurship. Students will examine the entrepreneurial mindset in its true economic and social context by studying the unlimited opportunities of innovation and creativity that an entrepreneurial mindset can provide.
Transfers to CSU only

BUSI-147 Leading & Managing Organizational Change **1 Unit**
18 hours lecture; 18 hours total
Provides an understanding of change and the influence it has on an organization and the individuals in that organization. Topics include understanding organizational change, stages of change, and how to manage organizational change. Special emphasis is placed on the attributes of good leaders how they must develop a vision and strategy to manage change and communicate that vision throughout the organization.
Transfers to CSU only

BUSI-251 Marketing **3 Units**
54 hours lecture; 54 hours total
Analysis of the social and economic implications of marketing in the business environment. Emphasis on marketing structure and behavior, marketing institutions, channels of distribution, and the ingredients that affect the market mix (product, place, price and promotion).
Transfers to CSU only

BUSI-252 Introduction to Social Media **1 Unit**
18 hours lecture; 18 hours total
Recommended Preparation: *Completion of COMS-110 with a minimum grade of C.*
This course explores top-rated Social Media networking sites on the Internet such as Facebook, LinkedIn, and Twitter and provides a hands-on approach to setting up and designing social media sites for an integrated, professional social media presence.
Transfers to CSU only

BUSI-297 Personal Money Management **3 Units**
54 hours lecture; 54 hours total
An introductory course for planning and managing individual finances and for money management. Topics will include purchasing decisions, sources of credit, personal tax strategies, budgeting, saving, investing in real estate and securities, insuring personal resources and retirement planning.
Transfers to CSU only

Chemistry (CHEM)

CHEM-110 Introduction to Chemistry **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of MATH-94 with a minimum grade of C.*
The first course in chemistry for students preparing for biological or health sciences, for more advanced chemistry courses, or for those desiring to learn about chemistry in the everyday world for general education. Laboratory is included.
Transfers to both UC/CSU

CHEM-111 Introduction to Organic & Biological Chemistry **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of CHEM-110 with a minimum grade of C.*
An introduction to the important principles, compounds and reactions of organic and biological chemistry with an emphasis on biochemical behavior of the molecules. Laboratory includes an introduction to the basic techniques of organic and biological chemistry. For students pursuing nursing and allied health careers who need a year of chemistry that includes an introduction to organic and biological chemistry. CHEM 110 (or CHEM 120) and CHEM 111 will fulfill that requirement.
Transfers to both UC/CSU

CHEM-120 General Chemistry 1 **5 Units**
54 hours lecture; 108 hours lab; 162 hours total
Prerequisite: *Completion of MATH-94 and high school chemistry or CHEM-110 with a minimum grade of C.*
An introduction to principles of chemistry, with an emphasis on mathematical applications. Topics include atomic structure, chemical reactions, gram-mole-atom conversions, stoichiometry, aqueous solutions, concentrations, titrations, limiting reactants, gas behavior, kinetic molecular theory, bonding, molecular structure, quantum theory, and coordination chemistry.
Transfers to both UC/CSU

CHEM-121 General Chemistry 2 **5 Units**
54 hours lecture; 108 hours lab; 162 hours total
Prerequisite: *Completion of CHEM-120 with a minimum grade of C.*
A continuation of CHEM 120. Topics include solutions, acid-base and redox equilibria, thermodynamics, kinetics, pH, buffers, solubility product, complex ions, thermodynamics, electrochemistry, biochemistry and nuclear chemistry.
Transfers to both UC/CSU

CHEM-240 Organic Chemistry 1 **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of CHEM-121 with a minimum grade of C.*
The first course of a two-semester sequence designed for pre-professional programs such as chemistry, chemical engineering, medicine and biology. Introduction to organic synthetic pathways, mechanisms, and spectroscopy. Lab work includes qualitative analysis of organic compounds, synthesis, extraction, separation and identification of compounds using physical properties, chemical reactivity, and spectral techniques.
Transfers to both UC/CSU

CHEM-241 Organic Chemistry 2 **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of CHEM-240 with a minimum grade of C.*
A continuation of CHEM 240. Introduction to NMR, IR, and Mass Spectroscopy. Chemical reactions and syntheses of aromatic, carbonyl, and amine compounds. Special topics in carbohydrate, amino acid, and lipid chemistry. Lab work includes simple and multi-step syntheses and spectral identification.
Transfers to both UC/CSU

Child and Family Studies (CFS)

CFS-120 Child Development **3 Units**
54 hours lecture; 54 hours total
This course examines the major physical, psychosocial, cognitive, language, and emotional developmental milestones for children, both typical and atypical, from conception through adolescence. There will be emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate differences and analyze characteristics of development at various stages.
Transfers to both UC/CSU

CFS-121 Health, Safety & Nutrition **3 Units**
54 hours lecture; 54 hours total
This course will provide an introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Focus is on integrating the concepts into everyday planning and program development for all children.
Transfers to CSU only

CFS-122 Principles & Practices of Teaching Young Children **3 Units**
54 hours lecture; 54 hours total
An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments. This course emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity.
Transfers to CSU only

CFS-123 Observation & Assessment **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of CFS-120 with a minimum grade of C, a negative TB test, and a Good Health Statement.*
This course focuses on the appropriate use of assessment and observation strategies to document development, growth, play and learning in order to join with families and professionals in promoting children's success and maintaining quality programs. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. Requires a good health statement, negative TB test, and a fingerprint clearance.
Transfers to CSU only

CFS-125 Using Simple Signs With Children in the Early Childhood Setting 0.5 Units

9 hours lecture; 9 hours total
This course explores the benefits and research regarding signing with infants, toddlers, and preschoolers. The course will also cover techniques for implementing the use of signs in the classroom with children, as well as basic signing exercises and games.
Transfers to CSU only

CFS-130 The Creative Process in Young Children 3 Units

54 hours lecture; 54 hours total
Prerequisite: *Completion of CFS-122 and CFS-123 with a minimum grade of C.*
Students will explore techniques that support the creative abilities of young children in the creative arts including explorations with textures and movement, color, representational drawing and painting, 3-dimensional media, and various art mediums. This course emphasizes a culture of inquiry and fostering children's long-term investigative approaches using art that is based on children's developmental progression and cognitive capacities.
Transfers to CSU only

CFS-135 The Cognitive Development of Young Children 3 Units

54 hours lecture; 54 hours total
Prerequisite: *Completion of CFS-122 and CFS-123 with a minimum grade of C.*
This course explores how young children think and how they develop theories and concepts about the world around them. While exploring the maturation of the brain and development, students will investigate the materials and environments that support children's cognitive development, including the development of math and science skills.
Transfers to CSU only

CFS-140 The Child, Family and Community 3 Units

54 hours lecture; 54 hours total
This course is a multicultural examination of the processes of socialization focusing on the interrelationships of family, school, and community and emphasizing historical and socio-cultural factors. Topics include the interactions among children, family, school, peers, media, and community, with an emphasis on ethnic diversity, social class, gender roles, and their impact on family behavior, values, morals, and attitudes.
Transfers to both UC/CSU

CFS-145 Language Development & Early Literacy 3 Units

54 hours lecture; 54 hours total
The development of language in young children and the role of literature are examined, including a detailed exploration of quality children's literature. The practical use of language and literature in a variety of early childhood settings will be discussed.
Transfers to CSU only

CFS-150 Infant/Toddler Development & Education 3 Units

54 hours lecture; 54 hours total
Prerequisite: *Completion of CFS-120 with a minimum grade of C.*
A study of infants and toddlers from pre-conception to age three including physical, cognitive, language, social, and emotional growth and development. Applies theoretical frameworks to interpret behavior and interactions between heredity and environment. Emphasizes the role of family, attachment, and relationships in development.
Transfers to CSU only

CFS-151 Care and Education for Infants and Toddlers 3 Units

54 hours lecture; 54 hours total
Prerequisite: *Completion of CFS-150 with a minimum grade of C.*
This course applies current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months.
Transfers to CSU only

CFS-155 Sensitive Issues in Early Childhood 3 Units

54 hours lecture; 54 hours total
This is an introductory course on issues in life that affect children: marriage; separation and divorce; death; sex and sexuality; self-acceptance; cultural and racial identity; hospitalization; and child abuse. This course is designed for parents, individuals in the helping professions, early childhood students, and other interested persons.
Transfers to CSU only

CFS-160 Parenting 3 Units

54 hours lecture; 54 hours total
This course explores a wide range of parenting theories and techniques, utilizing a theoretical foundation with a practical approach. There is particular emphasis on building self-esteem, verbal and non-verbal communication, power, and control.
Transfers to CSU only

CFS-161 Working With Families 3 Units

54 hours lecture; 54 hours total
This course explores the value of relationships between families and the staff within the school setting. Includes an in-depth exploration of key concepts on how to deal effectively with families.
Transfers to CSU only

CFS-165 Curriculum and Environments in Early Childhood Programs 3 Units

54 hours lecture; 54 hours total
Prerequisite: *Completion of CFS-120 and CFS-122 with a minimum grade of C.*
This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children. Students will examine teacher's role in supporting development and fostering the joy of learning for all young children using observation and assessment strategies emphasizing the essential role of play.
Transfers to CSU only

CFS-170 Studying the Reggio Emilia Approach 3 Units

54 hours lecture; 54 hours total
This is an introductory course in the theory, philosophy, and inspiration of Reggio Emilia approach to early childhood education. Students will explore an interpretation of the basic principles of this approach. Emphasis is on developing a new image of the child in connection with the role of adults (teachers and parents), developing relationships, interactions, and experiences based on "progettazione" (term used in Reggio Emilia for prediction, hypothesis, projections of emergent projects).
Transfers to CSU only

CFS-175 Meeting the Developmental Needs of the School-Aged Child 3 Units

54 hours lecture; 54 hours total
The student will be exposed to the philosophy, principles and practices of school-age child care. Emphasis is on preparing students to work with children in a group setting. Students will learn techniques for guiding behavior, structuring program flow, and preparing environment to meet the needs of the school age child.
Transfers to CSU only

CFS-180 The Anthropology of Childhood **3 Units**
54 hours lecture; 54 hours total
A comparative study of childhood as experienced in a variety of world cultures. Explores different cultural patterns of child rearing and the differential experiences of childhood as they are influenced by race, class, gender and environmental variables. The role of women and girls as childbearers, caretakers and providers will be emphasized. The effects of rapid culture change on children will be studied with particular emphasis on poverty, armed conflict, and HIV/AIDS. Cross-listed with ANTH-180.
Transfers to both UC/CSU

CFS-184 Teaching Children in a Diverse Society **3 Units**
54 hours lecture; 54 hours total
Examines the impact of various societal influences on the development of children's social identity. Covers developmentally appropriate, inclusive, and anti-bias approaches. Self-examination and reflection on issues related to social identity, stereotypes, and bias will be emphasized.
Transfers to CSU only

CFS-190 Children with Special Needs **3 Units**
54 hours lecture; 54 hours total
This course provides an overview of the laws, definitions, categories, trends, and issues in special education pertaining to children 0-6 years. Topics are explored from a culturally sensitive perspective with an emphasis on the importance of understanding children with special needs in order to ensure that the educational opportunities are effective.
Transfers to CSU only

CFS-196 Music and Movement in Early Childhood **3 Units**
54 hours lecture; 54 hours total
Introduction to teaching music and movement to young children. Basic elements such as beat, rhythm, timbre, dynamics, form, and melody will be explored in developmentally appropriate and culturally sensitive ways. Songs, games, finger plays, rhymes, dances, and playing instruments wll be presented. Cross-listed with MUSI-196.
Transfers to CSU only

CFS-200 Early Intervention Strategies **3 Units**
54 hours lecture; 54 hours total
This course will focus on developmental theory, research, and practical applications of theory and research in the field of early intervention. The course will examine curriculum modification strategies to facilitate the development of cognitive, motor, socioemotional, and language skills of young children, 0-6 years of age, with special needs. The course will also examine the development of behavior plans, collaborative teaching, lesson planning strategies, and methods for working with parents of young children with special needs.
Transfers to CSU only

CFS-223 Student Teaching - Practicum **5 Units**
36 hours lecture; 162 hours lab; 198 hours total
Prerequisite: *Completion of CFS-122, CFS-123 and CFS-140 with a minimum grade of C, a negative TB test, a Good Health Statement, required immunizations per regulations, and a fingerprint clearance.*
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of CFS-165 with a minimum grade of C.*
A demonstration of developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children.
Transfers to CSU only

CFS-225 Fieldwork in Early Intervention **5 Units**
36 hours lecture; 162 hours lab; 198 hours total
Prerequisite: *Completion of CFS-200 with a minimum grade of C.*
This course provides students with a field experience/practicum with children with special needs, including natural environments, inclusive environments, and self-contained environments. Students will apply theory and models of intervention in an early childhood special education setting or with a focus child in a general education classroom. This course includes a lecture and a 9-hour a week early intervention placement.
Transfers to CSU only

CFS-250 Adult Supervision and Mentoring in Early Care and Education **2 Units**
36 hours lecture; 36 hours total
This course explores the methods and principles of supervising student teachers, volunteers, staff, and other adults in early care and education settings. Emphasis is on the roles and development of early childhood professionals as mentors and leaders.
Transfers to CSU only

CFS-270 Admin & Supervision of Early Childhood Programs 1 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of CFS-120 and CFS-140 with a minimum grade of C.*
Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program.
Transfers to CSU only

CFS-271 Supervision & Admininistration of Early Childhood Programs II **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of CFS-270 with a minimum grade of C.*
Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program.
Transfers to CSU only

Communication Studies (SPCOM)

SPCOM-120 Interpersonal Communication **3 Units**
54 hours lecture; 54 hours total
This course is designed to improve the student's ability to communicate one-on-one with other individuals. The course covers a range of topics such as the self-concept, perception, verbal and nonverbal communication patterns, assertiveness, listening, conflict resolution, developing relationships and the impact of culture and gender on each aspect of communication.
Transfers to both UC/CSU

SPCOM-122 Public Speaking **3 Units**
54 hours lecture; 54 hours total
This course focuses on developing the skills needed to research, organize and present effective speeches for a variety of audiences and occasions. Additional topics include reducing speech apprehension, use of visual aids, argumentation, critical thinking and critical listening.
Transfers to both UC/CSU

SPCOM-124 Career Communication **3 Units**
54 hours lecture; 54 hours total
This course covers a range of workplace communication concepts and skills related to interpersonal communication, public speaking and group dynamics. The course also will include topics such as developing resumes, interviewing, leadership, conflict resolution and critical thinking.
Transfers to CSU only

SPCOM-126 Intercultural Communication **3 Units**
54 hours lecture; 54 hours total
This course provides an introduction to the factors affecting intercultural communication. The course will examine the influences of culture and gender on areas such as worldviews, values, beliefs, verbal and nonverbal communication patterns, conflict styles and more, in order to develop self-awareness and sensitivity to others in intercultural interactions.
Transfers to both UC/CSU

SPCOM-128 Critical Thinking: Argumentation and Debate **3 Units**
54 hours lecture; 54 hours total
This course focuses on basic argumentation theory including research, methods of analysis, use and test of evidence, refutation, and the logical responsibilities of advocacy. It emphasizes the preparation and presentation of cases for and against propositions of Fact, Value and Policy through debate and public address.
Transfers to both UC/CSU

SPCOM-130 Small Group Communication **3 Units**
54 hours lecture; 54 hours total
This course focuses on the dynamics of small group interactions. Students will combine theory and practice to develop skills in running and participating in groups. Topics include group formation and development, roles and norms, leadership, decision-making and problem solving, running meetings, conflict resolution and effective verbal and nonverbal communication.
Transfers to both UC/CSU

SPCOM-132 Oral Interpretation **3 Units**
54 hours lecture; 54 hours total
This course covers a range of delivery concepts and skills for spoken and literary interpretations of text. Topics include literary analysis, vocal and physical delivery, group presentation, intellectual and emotional interpretations, and effective presentations. In addition, the course develops skills in articulation, reading, audience analysis, and presentation evaluation.
Transfers to both UC/CSU

SPCOM-134 Introduction to Communication Theory **3 Units**
54 hours lecture; 54 hours total
This course is a survey of the discipline of Communication Studies with emphasis on multiple theoretical concepts relevant to the process of human communication. This course will introduce the basic history, assumptions, principles, processes, variables, methods, and different specializations of human communication as a field of study. Focus will be placed on how communication theory applies to a broad range of communication phenomena in intrapersonal, interpersonal, persuasion, mass, group and public communication settings.
Transfers to both UC/CSU

Computer Information System Applications (CISA)

CISA-289 Advanced Desktop Publishing **1 Unit**
9 hours lecture; 18 hours lab; 27 hours total
Recommended Preparation: *Completion of COMS-186 with a minimum grade of C or a fundamental knowledge of Microsoft Word.*
A hands-on course designed to expand and enhance a student's basic knowledge of the desktop publishing capabilities of a word processing program. Students will learn to prepare brochures, Web pages, newsletters, reports, and manuals
Transfers to CSU only

Computer Studies (COMS)

COMS-101 Computer Information Systems **3 Units**
54 hours lecture; 54 hours total
Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through hands-on projects developing computer-based solutions to business problems. A strong focus on terminology as it relates to Computer Information Systems.
Transfers to both UC/CSU

COMS-110 Introduction to Computers **3 Units**
54 hours lecture; 54 hours total
This is an introduction to computers and computer applications, introducing important concepts for the effective use of the user interface, word processor, spreadsheet, database, and Internet. These concepts will be reinforced by hands-on experience both inside and outside of the classroom.
Transfers to both UC/CSU

COMS-120 Introduction to Programming Concepts And Methodologies **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of MATH-90 with a minimum grade of C.*
This course is an introduction to the basic principles of programming using an object-oriented programming language. Topics include the software development life-cycle, program design tools and programming environments, documentation, coding, data types, arrays, control structure, algorithms, file input/output, error handling, parameters, as well as principles of testing and designing test data.
Transfers to both UC/CSU

COMS-121 Advanced Programming Logic **3 Units**
54 hours lecture; 18 hours lab; 72 hours total
Recommended Preparation: *Completion of COMS-120 with a minimum grade of C.*
Theory and application of advanced programming techniques in Visual Basic.NET. Graphics, Database Management, and Object Oriented Programming will be covered. ASP.NET will be introduced. Visual Studio.NET will be used for lab work.
Transfers to both UC/CSU

COMS-142 Microsoft Windows **3 Units**
54 hours lecture; 54 hours total
This course will provide a comprehensive overview of the Microsoft Windows operating system. Topics included such as file management, hard disk optimization, backup and restore, system security, network organization, and using a command-line environment.
Transfers to CSU only

COMS-150 Microsoft Outlook **1.5 Units**
27 hours lecture; 27 hours total
This course covers the major components in Microsoft Outlook: E-mail, Calendar, People, and Tasks. The components will be explored in step-by-step tutorials.
Transfers to CSU only

COMS-160 Microsoft Access **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of COMS-110 with a minimum grade of C.*
Provides an introduction and hands-on training in the use of Microsoft Access. The basic concepts of Structure as well as specific commands and functional capabilities will be covered. Files will be created, data manipulated, output formatted, and reports produced. Students will gain experience in modular programming techniques and constructing program loops. Specific applications will include batch mode, interactively finding and editing data, and simultaneously accessing two databases to isolate exception conditions or update files.
Transfers to CSU only

COMS-165 Microsoft Excel **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of COMS-110 with a minimum grade of C.*
An introduction to Microsoft Excel with hands-on training. Provides an introduction to the basic concepts of an electronic spreadsheet as well as specific commands and functions. Advanced topics will include making macros, creating a database, understanding interactive menus, and using business graphics. Spreadsheet documents will be produced for a variety of applications for business use.
Transfers to CSU only

COMS-167 Intro Excel for Business Professionals **1 Unit**
18 hours lecture; 18 hours total
Recommended Preparation: *Completion of COMS-110 with a minimum grade of C.*
Students will design and create professional, well-organized spreadsheets for the business and home environment using Microsoft Excel. This introductory class will focus on preparing and formatting spreadsheets, inserting formulas, moving data within and between workbooks, and creating charts.
Transfers to CSU only

COMS-186 Microsoft Word: Beginning **2 Units**
36 hours lecture; 36 hours total
A course designed to introduce the fundamentals of a current word processing program. Emphasis is on developing word processing skills and techniques for the workplace. Topics will include: an overview of the major commands, steps to create documents, and applied skills to prepare letters, notes, and memos.
Transfers to CSU only

COMS-215 Programming Concepts and Methodology I **3 Units**
54 hours lecture; 18 hours lab; 72 hours total
Prerequisite: *Completion of MATH-90 with a minimum grade of C.*
This course is taught using an object-oriented programming language. Is purpose is to expose students to the fundamental concepts of programming.
Transfers to both UC/CSU

COMS-216 Programming Concepts & Methodology II **3 Units**
54 hours lecture; 18 hours lab; 72 hours total
Prerequisite: *Completion of COMS-215 with a minimum grade of C.*
Application of software engineering techniques to the design and development of large programs; data abstraction and structures and associated algorithms.
Transfers to both UC/CSU

COMS-284 Microsoft Word: Advanced **1.5 Units**
27 hours lecture; 27 hours total
Recommended Preparation: *Completion of COMS-186 with a minimum grade of C or equivalent keyboarding and word processing skills.*
A practical course that covers the advanced features of one or more word processing programs. Material will include enhancing and manipulating documents with special features, using borders and frames with pictures, tables, charts, outlines, graphic features, formatting, styles, and designing of various types of documents. Emphasis is on developing advanced word processing skills and techniques for the workplace.
Transfers to CSU only

COMS-287 Microsoft Publisher **1 Unit**
18 hours lecture; 9 hours lab; 27 hours total
Recommended Preparation: *Completion of COMS-186 with a minimum grade of C or fundamental knowledge of Microsoft Word.*
A hands-on course covering features of the desktop publishing capabilities of Microsoft Publisher. Students will learn to prepare attractive business and personal documents, promotional documents, Web pages, and presentations.
Transfers to CSU only

COMS-288 Microsoft PowerPoint **1.5 Units**
27 hours lecture; 27 hours total
Recommended Preparation: *Keyboarding skills and familiarity with the Windows Operating System.*
A hands-on course designed to introduce the fundamentals of a current presentation software program. Emphasis is on developing presentation software skills for use in the workplace. Topics include: Overview of commands in the slide development process, formatting, templates, printing of handouts, themes, transitions, and customization.
Transfers to CSU only

Counseling (COUN)

COUN-92 Orientation to College **0.5 Units**
9 hours lecture; 9 hours total
An orientation to Napa Valley College that includes programs, services, policies and procedures, facilities, degrees, certificates, transfer requirements and college culture. Focus will be on strategies needed for academic success and the development of an academic plan.
Not transferable

COUN-97 Managing the College Experience **0.5 Units**
9 hours lecture; 9 hours total
This is a short term course to help first year students determine their academic strengths and weaknesses and develop skills and strategies for a successful college experience. Students will be introduced to transfer options, learn strategies to manage time, resources, and basic college study skills and to cope with the transitions related to college life.
Not transferable

COUN-100 College Success **3 Units**
54 hours lecture; 54 hours total
A course designed to assist students in obtaining the skills and knowledge necessary to reach their educational goals. Students will receive an extensive orientation to the college and its policies and programs. Students will also participate in career planning activities and be introduced to study skills in the areas of note-taking, reading skills, test-taking, and listening skills.
Transfers to both UC/CSU

COUN-101 College Discovery **1 Unit**
18 hours lecture; 18 hours total
A short-term, intensive course designed to help students adjust to college by orienting them to college resources and teaching them how to network with others. Students will identify and address strengths and barriers related to college success, as well as discover their own learning style and attitude. Students will also learn effective college/classroom behaviors, including listening, concentration, note-taking, and academic honesty. Self-management skills will be addressed, along with motivation, personal responsibility, and self-discipline.
Transfers to CSU only

COUN-103 Take Charge of Your Learning **1 Unit**
18 hours lecture; 18 hours total
A short-term, intensive course which emphasizes critical thinking strategies which can be applied across the curriculum to enhance academic, personal, and job success. The course is designed to make students more effective thinkers through the development of goals, environment, schedule, and approaches for learning. Students will also learn to analyze and evaluate issues from multiple perspectives and solve problems through critical analysis.
Transfers to CSU only

COUN-104 Foundations of Well-being **3 Units**
54 hours lecture; 54 hours total
This course provides an introduction to the study of well-being and how to apply practices that foster it. Topics include the role of positivity, engagement, relationships, meaning, aspirations and vitality to sustainable well-being.
Transfers to CSU only

COUN-105 Planning for Transfer Success **1.5 Units**
27 hours lecture; 27 hours total
An introduction to the transfer process designed to assist students in planning their long-term educational goals. Students will gain an understanding of transfer requirements, the application of admission process, degrees offered, financial aid, scholarships, housing and supportive services, which will help the student choose the "right college.
Transfers to CSU only

COUN-110 Career/Life Plan **3 Units**
54 hours lecture; 54 hours total
A comprehensive course designed to assist students in obtaining the necessary skills and resources for effective career, educational, and life planning. Students will gain an understanding of their skills, values, interests and personality style based on a variety of assessments and learn how to apply them to career decision-making and goal setting. Students will also learn job search techniques and learn how to gather educational, occupational, and labor market information.
Transfers to both UC/CSU

COUN-111 Career Decision-Making **1.5 Units**
27 hours lecture; 27 hours total
This course will guide students through a short-term career and educational planning process, to develop the skills and resources necessary to make an informed career decision and to set realistic, achievable goals. The course is recommended for students who have completed some career/educational decision-making but still have conflicted interests between more than one career/college major; or for students who want to confirm that the decision they have made is the correct decision.
Transfers to both UC/CSU

Criminal Justice Training (CJT)

CJT-90 Introduction to Careers in Law Enforcement **2 Units**
36 hours lecture; 36 hours total
This course provides students with information about law enforcement careers and how best to prepare for them. The course includes an overview of essential skills, knowledge and abilities required to enter the law enforcement profession.
Not transferable

CJT-200 Basic Police Academy 1 **24 Units**
880 hours activity; 880 hours total
Prerequisite: *1) Complete a criminal history fingerprint check through the California Department of Justice (13511.5PC). 2) Obtain clearance from a licensed physician indicating capacity to participate in intensive physical activity. The above prerequisites may be certified by an authorized law enforcement agency.*
The P.O.S.T. Basic Police Academy is certified by the California Commission on Peace Officer Standards and Training. This course satisfies the basic training requirement to be hired as a full time peace officer or Level 1 Reserve Peace Officer in California. The Basic Police Academy emphasizes the development of character, problem solving skills and officer safety.
Transfers to CSU only

CJT-203 Module 3 832PC Arrest Course **1.5 Units**
30 hours lecture; 10 hours lab; 40 hours total
A course certified by the California Commission of Peace Officer Standards and Training to fulfill the requirements of section 832 PC and the training requirements for Level 3 Reserve Peace Officers. Includes laws of arrest, search and seizure, methods of arrest, discretionary and decision-making.
Transfers to CSU only

CJT-211 Adult Corrections Academy **5 Units**
200 hours activity; 200 hours total
The Adult Corrections Academy is certified by the State of California Board of Corrections to provide entry-level job training required to be hired as an adult correctional officer for a city or county jail.
Transfers to CSU only

CJT-296 Public Safety Dispatchers' Basic **3-3.5 Units**
120-136 hours activity; 120-136 hours total
This course is certified by the California Commission on Peace Officer Standards and Training and provides the required entry-level job training for 9-1-1 dispatchers working for law enforcement and other public safety agencies in California. 120 hours; 3 units or 136 hours; 3.5 units.
Transfers to CSU only

CJT-297 Basic Academy Recertification **5 Units**
136 hours activity; 136 hours total
Prerequisite: *1) Complete a criminal history fingerprint check through the California Department of Justice (13511.5PC). 2) Obtain clearance from a licensed physician indicating capacity to participate in intensive physical activity. 3) Be a graduate of a P.O.S.T. certified basic law enforcement academy.*
This course is certified by the California Commission on Peace Officer Standards and Training (P.O.S.T.) and re-certifies students who graduated from a basic police academy more than three years ago. This course also re-certifies students who have been employed as a peace officer and are returning after more a break in service of more than three years. This 136 hour course is typically presented over a three week period.
Transfers to CSU only

CJT-310 Public Safety Instructor **2 Units**
40 hours lecture; 40 hours total
This course prepares public safety professionals to teach in law enforcement, EMS, and fire related training courses and meets the minimum training required by California POST and Title 22 for EMS instructors.
Not transferable

Dance (DANS)

DANS-101 Muscle and Tension Release Techniques **0.5-1.5 Units**
18-54 hours activity; 18-54 hours total
This course teaches the athlete/ dancer / mover the proper maintenance of the body to ensure longevity and greater movement ability. Emphasis will be on foam roller techniques (self myofascial release) and stretching techniques but will cover general performance recovery topics and may incorporate other mind-body modalities. Cross-listed with PHYE-101.
Transfers to both UC/CSU

DANS-127 World Dance Forms **1-1.5 Units**
36-54 hours activity; 36-54 hours total
This dance course is a survey of various World Dance forms with revolving course content, for example; Traditional Japanese, Afro-Haitian, Irish dance, Hula.
Transfers to both UC/CSU

DANS-128A Salsa and Latin Social Dance I **1-1.5 Units**
36-54 hours activity; 36-54 hours total
This is a dance class focusing on basic level Salsa and other Latin social partnering dances. Partners will be rotated between fellow students. The origins of each Latin dance style will be studied.
Transfers to both UC/CSU

DANS-128B Salsa & Latin Social Dance II **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Basic Salsa and Latin Dance forms experience.*
Level II of the Salsa and Latin Dance forms class. Students will advance their basic skills to incorporate dynamic intermediate techniques, more advanced rhythmic ability and add individualized self-expression within the techniques. History of dance forms incorporated.
Transfers to both UC/CSU

DANS-128C Salsa & Latin Dance Teaching Assistant **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Course allows the advanced dance student to experience basic social dance pedagogy.
Transfers to CSU only

DANS-129 Contemporary Dance **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Contemporary dance genre combines elements of several dance genres including modern, jazz, lyrical and ballet.
Transfers to both UC/CSU

DANS-130 Broadway Dance **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Dance class incorporating techniques from various genres applied to Broadway musicals.
Transfers to both UC/CSU

DANS-132 Introduction to Dance **1-1.5 Units**
36-54 hours activity; 36-54 hours total
This is a survey dance class introducing a variety of dance styles: Ballet, Jazz, Tap, Modern and Contemporary/Hip Hop. A general history of each style will be examined.
Transfers to both UC/CSU

DANS-133 Barre Fitness **1-1.5 Units**
36-54 hours activity; 36-54 hours total
This is a course combining ballet barre techniques, core strength and stabilization, flexibility and conditioning techniques that help to improve the dance technique for dancers of any dance genre. Floor and barre' exercises are designed to enhance the dancer's agility, technique and overall fitness. Exercises and concepts presented in this course will enhance the performance skills of any student or athlete.
Transfers to both UC/CSU

DANS-134 Ballet Level I **1-1.5 Units**
36-54 hours activity; 36-54 hours total
The Ballet level I course introduces the first time ballet student to the history of ballet, the introductory vocabulary, foot and arm positioning, proper alignment, and basic barre, center and locomotor ballet movements.
Transfers to both UC/CSU

DANS-134B Ballet II **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Previous basic ballet experience.*
The Level II Ballet course utilizes and builds on the technique, vocabulary, structure and historical information from the Ballet Basics course. Students will continue to accrue technique and increase their ballet vocabulary and learn level one combinations at the barre', in center floor, and in traveling combinations.
Transfers to both UC/CSU

DANS-134D Ballet Teaching Assistant **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Completion of DANS-134B or higher with minimum grade of B and/or demonstrated intermediate or advanced level ballet technique.*
Course allows the advanced Ballet student to experience basic ballet dance pedagogy.
Transfers to CSU only

DANS-135 Street Jazz (Beginning Hip Hop) **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Street Jazz/Beginning Hip Hop is an entry level exploration of current dance phenomena: Street Jazz. Street Jazz is hybrid dance form combining Jazz, Breaking, Funk, Party and other street dances. The class is taught from classic Jazz dance parameters for warm-up and entry level technique but adapted for the stylization of contemporary mainstream street dance. Course includes historical investigation of contributing dance forms and contemporary cultural relevance.
Transfers to both UC/CSU

DANS-135B Street Jazz (Hip Hop) Level 2 **1-1.5 Units**
36-54 hours activity; 36-54 hours total
This course is the second level of the Street Jazz/Hip Hop genre. Students apply entry level technique and advance their skill set to include improvisation, freestyle and intermediate level techniques.
Transfers to both UC/CSU

DANS-135D Street Jazz (Beg. Hip Hop) Teach Assist **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Completion of DANS-135 with a minimum grade of B.*
Course allows the more advanced Street Jazz/Hip-Hop student to experience basic dance pedagogy.
Transfers to CSU only

DANS-136 Jazz Dance I **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Jazz Dance I focuses on entry level techniques, vocabulary, center floor stretches, isolated movements, and combinations with different rhythmic patterns. Origins of Jazz Dance in America discussed.
Transfers to both UC/CSU

DANS-136B Jazz Dance II **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Level II Jazz dance course is for advanced beginner and intermediate level jazz dancers. Class builds on dance level I techniques, center floor stretches, and movement and adds small choreographic assignments and level II floor work. This course explores important historical and contemporary figures in Jazz dance.
Transfers to both UC/CSU

DANS-136D Jazz Dance Teaching Assistant **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Completion of DANS-136B with a minimum grade of B.*
Course allows the advanced Jazz dance student to experience basic Jazz dance pedagogy.
Transfers to CSU only

DANS-137A Tap Dance 1 **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Learn to execute Tap dance techniques while developing rhythm, timing, and tempo in an upbeat atmosphere. We introduce beginning level form with an emphasis on rhythm and movement combinations. Tap shoes required.
Transfers to both UC/CSU

DANS-138 Modern Dance Level I **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Modern Dance is a creative movement class with an emphasis on rhythmic movements, isolated movements, free expression and improvisation. This course will introduce the elemental concepts (space, time, force). Emphasis on alignment, conditioning, elementary and traditional technique.
Transfers to both UC/CSU

DANS-138B Modern Dance II **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Basic level modern dance experience.*
The level II Modern Dance course builds on the concepts, principles and techniques of the Level I Modern dance course. Students will advance their technical acuity, learn elementary improvisational techniques and begin to craft movement combinations. Students will begin to define the modern dance experience as "dance-as-self expression".
Transfers to both UC/CSU

DANS-138D Modern Dance Teaching Assistant **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Completion of DANS-138B with a minimum grade of B.*
Course allows the advanced modern dance student to experience basic modern dance pedagogy.
Transfers to CSU only

DANS-140 Dance Production **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Recommended Preparation: *Student should be concurrently enrolled in a Main Campus or Upper Valley Campus dance technique course.*
This course is an introduction to dance production and performance. It covers basic costuming, makeup, rehearsing and performing. Basic theater and stage terminology and etiquette are introduced. Students will participate in a faculty-choreographed dance production.
Transfers to both UC/CSU

DANS-140C Repertory Dance Company **0.5-1 Units**
36-54 hours activity; 36-54 hours total
Repertory Dance Production is a course with an emphasis on experiential learning from participation in the staging, rehearsing and performing of choreographic repertory works from established choreographers. Emphasis on traditional stage performance and community outreach performances. Audition may be required.
Transfers to both UC/CSU

DANS-141 Dance Production - B **0.5-1.5 Units**
18-54 hours activity; 18-54 hours total
This course is offered Fall and provides students with the proper production knowledge and skills, and the proper venue, to produce a dance show using all-student generated choreography.
Transfers to both UC/CSU

DANS-142 Choreography **2 Units**
72 hours activity; 72 hours total
This course is an introduction to dance composition skills. It views elements of dance from a choreographic perspective. Course addresses space, time, rhythm, form, phrasing, style and content. Students are required to create choreographic studies for critique and analysis.
Transfers to both UC/CSU

DANS-154 Mat Pilates **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Course will introduce students to the basic principles and mat exercises to develop strength, flexibility, balance, coordination and proper alignment. Cross-listed with PHYE-154.
Transfers to both UC/CSU

DANS-154B Intermediate Pilates **1-1.5 Units**
36-54 hours activity; 36-54 hours total
Intermediate course based on the work of Joseph H. Pilates with an emphasis on exercises for improved body alignment, strength and flexibility. This course will include intermediate-level mat work using mats, rings and foam rollers. Students will create a personalized Pilates Mat session. Cross-listed with PHYE-154B.
Transfers to both UC/CSU

DANS-160 Dance Appreciation **3 Units**
54 hours lecture; 54 hours total
This course allows the student to critically analyze and appraise dance as an art form, cultural expression, physical activity, potential profession or academic pursuit (such as Anthropology of Dance). Course will discuss the varying cultural relevance of dance, the role of dance to the individual and its importance in contemporary and historical society.
Transfers to both UC/CSU

DANS-170 Dance History **3 Units**
54 hours lecture; 54 hours total
The study of Dance from prehistory to present by investigating major cultural, political and economic events and the dance emerging at the time.
Transfers to both UC/CSU

DANS-199 Dance Independent Study **1-3 Units**
18-54 hours lecture; 18-54 hours total
Independent Study course for students interested in specialized reading, research, or projects that deal with an acceptable topic in dance.
Not transferable

Digital Art & Design (DART)

DART-101 Graphic Design Foundations **3 Units**
108 hours activity; 108 hours total
Graphic Design Foundations is an introductory course with emphasis on the foundations of the Graphic Arts. Course content includes concept development, design processes, production, presentation, technical skills in both traditional and digital media, and solving visual communication problems. Projects include lettering/typography and layout/composition.
Transfers to both UC/CSU

DART-120 Intro to Digital Art & Graphic Design **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Recommended Preparation: *Completion of ARTS-101 with a minimum grade of C.*
This course provides an introduction to visual design concepts and contemporary professional practices in graphic art using industry-standard software including Adobe Photoshop, Illustrator and InDesign.
Transfers to both UC/CSU

DART-125 Animation **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
An introductory course in the basic principles and technology of animation. Both traditional and alternative animation styles will be covered with an emphasis on creating effective sequences appropriate for the subject or narrative.
Transfers to both UC/CSU

DART-130 Introduction to Digital Imaging **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Recommended Preparation: *Completion of DART-120 with a minimum grade of C.*
This course focuses on the creation and editing of digital images using Adobe Photoshop. Students in this course will learn to fuse traditional artistic concepts with contemporary digital tools to create original art work.
Transfers to CSU only

DART-140 Drawing & Typography **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Recommended Preparation: *Completion of DART-120 with a minimum grade of C.*
This course focuses on the creation and editing of vector-based art and graphic design using Adobe Illustrator, with an emphasis on drawing and typography.
Transfers to both UC/CSU

DART-160 Introduction to Multimedia **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisite: *Completion of DART-120 with a minimum grade of C.*
Recommended Preparation: *Completion of DART-101 with a minimum grade of C.*
Introduction to Multimedia prepares students for the dynamic and everchanging landscape of design and technology. The course introduces students to the design process, creative problem solving, interactivity, and user experience. Students will solve visual problems and combine multiple forms of media such as web design, imaging, graphics, animation, audio, and text.
Transfers to CSU only

DART-170 Digital Video Editing **3 Units**
108 hours activity; 108 hours total
Introduction to non-linear editing on the computer. Includes historical development, digital video and audio formats, techniques and theory of editing, aspect ratios, organization of the edit, desktop environment, importing digital elements, project organization, video and audio files, non-linear editing skills, applying transitions, designing titles, applying filters, digital and time line effects, importing graphics, mixing audio and video elements, synchronize sound with video, and exporting digital video projects.
Transfers to both UC/CSU

Digital Design Graphics Technology (DDGT)

DDGT-110 Technical Drawing Fundamentals **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
An entry level course for students with little or no technical drawing experience. Topics covered include national and international drafting standards, drawing scales, two-dimensional geometric construction, orthographic projection, auxiliary views, sectioning, dimensioning, creation and modification of basic templates, and computer-aided drafting (CAD) using the latest version of Autodesk AutoCAD software.
Transfers to both UC/CSU

DDGT-120 Digital Design Graphics Technology 1 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Recommended Preparation: *Completion of MACH-100 and TECH-92 with a minimum grade of C.*
The first of a four course series in the Digital Design Graphics Technology A.S. Degree program. This course enables the student to learn and apply the fundamental skills of technical drawing towards the creation of graphical engineering documents per current industry standards. Topics covered include national and international drafting standards, drawing scales, two-dimensional and three-dimensional geometric construction, orthographic projection, auxiliary views, sectioning, dimensioning, external references, creation and modification of templates, computer-aided drafting (CAD), basic reverse engineering of parts, and three-dimensional modeling using the latest version of the Autodesk AutoCAD software.
Transfers to CSU only

DDGT-121 Digital Design Graphics Technology 2 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Prerequisite: *Completion of DDGT-120 with a minimum grade of C.*
Recommended Preparation: *Completion of TECH-107 with a minimum grade of C.*
The second of a four course series in the Digital Design Graphics Technology A.S. Degree program. Advanced study in computer-aided drafting (CAD) three-dimensional parametric solid modeling, Boolean operations, CAD rendered images and drawings, advanced reverse engineering of parts and the engineering document revision process. Manufacturing materials and processes. Development of graphics and graphical manipulation for web and print. Development and posting of internet web pages for communication of engineering documents on department website. Students will create their own logo / brand.
Transfers to CSU only

DDGT-130 Introduction to 3D Printing **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
This course focuses on 3D Modeling and 3D Printing for the beginner and those currently in industry. This course will cover the study of additive manufacturing as it pertains to 3D Printing. Topics covered include 3D Parametric Modeling, 3D Printing applications, and the advantages and limitations of 3D printing technology. Students will learn how to create three-dimensional parts and assemblies using the current version of the Autodesk Fusion 360 software specifically for 3D Printing. This course also provides the opportunity for students to earn the Autodesk Certificate of Training and to prepare for the Autodesk Certified User exam.
Transfers to CSU only

DDGT-230 Digital Architectural Drafting & Design 1 **5 Units**
54 hours lecture; 108 hours lab; 162 hours total
Recommended Preparation: *Completion of DDGT-121 and TECH-107 with a minimum grade of C.*
The first of a two course series in Digital Architectural Drafting and Design. This course enables the student to learn and apply fundamental skills towards the creation of graphical architectural documents per current industry standards using Building Information Modeling (BIM). This class focuses on, but is not limited to, residential design. Topics include building codes, symbology, floor plans, sectional views, interior/exterior elevations, and 3D rendering as relates to residential architecture and design using the latest release of the Autodesk Revit software.
Transfers to both UC/CSU

DDGT-231 Digital Architectural Drafting & Design 2 **5 Units**
54 hours lecture; 108 hours lab; 162 hours total
Prerequisite: *Completion of DDGT-230 with a minimum grade of C.*
The second of a two-course series in Digital Architectural Drafting and Design. This course enables the student to learn and apply advanced skills towards the creation of graphical architectural documents per current industry standards using Building Information Modeling (BIM). This class focuses on, but is not limited to, commercial design. Topics include advanced study of digital graphic representations used by the architectural field, building codes, symbology, floor plans, sectional views, interior/exterior elevations, and 3D rendering as relates to commercial architecture and design using the latest release of the Autodesk Revit software.
Transfers to CSU only

DDGT-240 Digital Design Graphics Technology 3 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Prerequisite: *Completion of DDGT-121 with a minimum grade of C.*
The third of a four course series in the Digital Design Graphics Technology A.S. Degree program. This course enables the student to learn and apply mechanical computer-aided design (CAD) drafting skills and techniques to working drawings including Geometric Dimensioning and Tolerancing (GD+T) and weldment symbology. Additional topics include external references and reverse engineering of assemblies. A study of 3D Printing. Students will print to the 3D Printer and retain the printed model. A study of 3ds Max for design visualization including: modeling, materials, lighting, rigging, animation, and rendering. A study of Adobe Premiere as a non-linear video editor. A combined study of 3ds Max and Adobe Premiere to create technically animated presentational videos for their professional portfolios as displayed on the department website.
Transfers to CSU only

DDGT-241 Digital Design Graphics Technology 4 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Prerequisite: *Completion of DDGT-240 with a minimum grade of C.*
The last of a four course series in the Digital Design Graphics Technology A.S. Degree program. Study in technical 3D animation, video editing, and compositing. Study of Adobe After Effects as a tool for video compositing, motion graphics design, and animation. Students will work together on a group project showcasing all of the skills they have learned in the two year program. Students will put together and post a resume and portfolio with animated demo reel on their student websites. Students will prepare for "Autodesk Certified Professional Exams.
Transfers to CSU only

Earth Science (EART)

EART-110 Earth Science **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
An introduction to the essentials of Earth Science with a laboratory. Topics include the geosphere, atmosphere, hydrosphere, and solar system. The focus is on the interactions between physical and chemical systems of the Earth such as the tectonic cycle, rock cycle, hydrologic cycle, weather and climate.
Transfers to both UC/CSU

Economics (ECON)

ECON-100 Principles of Macroeconomics **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-90 or MATH-97 with a minimum grade of C.*
Introduction to principles of macro economic analysis, economic institutions, and the application of these concepts to public policy. Comprehension of the economic vocabulary, the conflicting economic theories, money and banking, national income accounting, the basis of economic growth, and the role of government in our economic lives.
Transfers to both UC/CSU

ECON-101 Principles of Microeconomics **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-90 or MATH-97 with a minimum grade of C.*
This is an introductory course focusing on choices of individual economic decision-makers. Topics include scarcity, specialization and trade, market equilibrium, elasticity, production and cost theory, market structures, factor markets, and market failure.
Transfers to both UC/CSU

ECON-120 Economic History of the U.S. **3 Units**
54 hours lecture; 54 hours total
A survey of the economic development of the United States from colonial times to the present, with emphasis on the relationship of economic activities to social and political development.
Transfers to both UC/CSU

Education (EDUC)

EDUC-100 Teaching as a Profession **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
This course explores teaching as a profession in K-12 education. Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 54 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher.
Transfers to both UC/CSU

Emergency Medical Technician (EMT)

EMT-90 First Responder **2 Units**
36 hours lecture; 18 hours lab; 54 hours total
The First Responder course is an introductory course designed for lay persons interested in or for professionals who require First Responder training per State of California (Title 22) and U.S. Department of Transportation standards. The class will teach the basic pre-hospital care skills needed to render care at the scene of an emergency until more highly trained emergency medical response personnel arrive. The course will cover such subjects as basic anatomy and body systems, lifting and moving of patients, airway management, patient assessment, medical/behavioral/trauma emergencies, terrorism awareness, and an overview of the Emergency Medical Services (EMS) system. This course prepares students to sit for the National Registry of Emergency Medical Technicians (NREMT) exam for First Responders. This class is repeatable for credit and may be taken for a letter grade only.
Not transferable

EMT-95 Emergency Medical Technician (Basic) **7 Units**
99 hours lecture; 81 hours lab; 180 hours total
Prerequisite: *Completion of EMT-90 with a minimum grade of C and a current American Heart Association BLS Healthcare Provider Certification.*
The Emergency Medical Technician Basic course is designed to prepare students for entry level work in the Emergency Medical Services (EMS) Sector with an ambulance or other specialized service. Students in the course will learn emergency medical care at the basic life support (BLS) level. This course will prepare students to sit for the National Registry of Emergency Medical Technicians (NREMT) exam. Letter grade only.
Not transferable

EMT-310 EMT-Paramedic I (Didactic) **24 Units**
360 hours lecture; 216 hours lab; 576 hours total
Prerequisite: *Completion of EMT-95 or equivalent and HEOC-100 with a minimum grade of C, 2000 hours of EMT work experience, and a current State of California EMT license in good standing.*
The Emergency Medical Technician-P (Paramedic) I course is the first class, two semesters in length, of a four-semester course sequence that will teach pre-hospital emergency medical care at the advanced life support (ALS) level. Upon successful completion of this course, students will be eligible to enroll in EMT 311: Emergency Medical Technician-P (Paramedic) II. Letter grade only.
Not transferable

EMT-311 EMT-Paramedic II (Clinical & Field Internship) **16 Units**
54 hours lecture; 716 hours lab; 770 hours total
Prerequisite: *Completion of EMT-310 with a minimum grade of B.*
This course provides paramedic students with direct patient care assessment and treatment experience in the hospital and field setting. Upon successful completion of this course, the student will receive a training program certificate of completion that will allow the student to sit for the paramedic National Registry of Emergency Medical Technicians (NREMT) exam.
Not transferable

Engineering (ENGI)

ENGI-110 Introduction to Engineering **3 Units**
54 hours lecture; 54 hours total
This course introduces the major engineering disciplines, engineering decision-making and ethics, and factors for success in academic and professional settings. It provides general knowledge of engineering design, communications, problem solving, fundamental physical concepts, and computational engineering tools. Presents the relationship of engineering to materials, the environment, and mathematics. Speakers, field trips, and classroom activities expose students to the many ways engineering affects our lives and the variety of roles of engineers in society. Recommended for both technical and non-technical majors.
Transfers to both UC/CSU

ENGI-122 Engineering Graphics & Design **4 Units**
36 hours lecture; 108 hours lab; 144 hours total
Introduction to the engineering design process and graphical communications tools used by engineers. The fundamentals of orthographic projection, pictorial sketching, dimensioning and tolerancing, and their application in the solution of engineering problems. Use of the computer-aid design package, and AutoCAD, as an analysis, design and documentation tool.
Transfers to both UC/CSU

ENGI-160 Programming With MATLAB for Engineers and Scientists **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisite: *Completion of MATH-120 with a minimum grade of C.*
This course teaches computer programming using the MATLAB's syntax, control, and data structures. It includes object oriented programming techniques, introduces numerical techniques for scientific and engineering applications, and emphasizes optimal programming practices. Various aspects of the software life-cycle, including design, documentation, implementation, debugging, testing, and maintenance are introduced. Case studies and software projects are significant parts of the course.
Transfers to both UC/CSU

ENGI-199 Independent Study in Engineering **1-3 Units**
54-162 hours lab; 54-162 hours total
Study an area of engineering of special interest to student. May include advanced studies and projects begun in other engineering course or engineering related studies not normally included in formal course work.
Transfers to CSU only

ENGI-240 Properties of Materials **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of CHEM-120 and PHYS-140 with a minimum grade of C.*
This is an introductory course on the properties of engineering materials and how their overall properties relate to internal structure. Topics include: atomic structure and bonding; crystal structure; phases and phase diagrams; properties (mechanical, electrical, magnetic, optical) and structure of metals, polymers, ceramics and composites; mechanical deformation and fracture; taxonomy systems; corrosion and processing methods.
Transfers to both UC/CSU

ENGI-241 Engineering Mechanics: Statics **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisite: *Completion of MATH-121 and PHYS-140 with a minimum grade of C.*
This course is a study of rigid bodies in static equilibrium when acted upon by forces and couples in two-dimensional and three-dimensional space. Topics include analysis of equilibrium of rigid bodies, trusses, frames, and machines, as well as the calculation of centers of mass, centroids, friction, distributed forces, beams, shear and moment diagrams, and moments of inertia.
Transfers to both UC/CSU

ENGI-242 Circuits 1 **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of MATH-221 and PHYS-240 with a minimum grade of C.*
An introductory course in the analysis of linear circuits containing resistors, inductors, capacitors, independent and dependent voltage, and current sources. Analysis techniques are developed from Kirchhoff's network theorems and include node and loop methods, superposition and source transformations. Thevenin's and Norton's theorems are applied to DC and AC circuits. Differential equations are used to find transient response. Periodic waveform analysis including evaluation of average and rms values. AC analysis techniques include sinusoids and phasors, the concept of impedance, frequency response, and resonance. Use of simulation software, ideal operational amplifiers and transformers, approximations at high and low frequencies, impedance matching, and three-phase circuits.
Transfers to both UC/CSU

English (ENGL)

ENGL-12 Beginning Reading Skills **2 Units**
72 hours activity; 72 hours total
Prerequisite: *Reading scores in Category 1 on the English Placement Test. It is assumed that students have acquired elementary phonetic and comprehension skills. This course is not usually considered appropriate for ESL students.*
An individualized reading course that focuses on acquisition and/or strengthening of the technical skills necessary for decoding, comprehending and interpreting reading material. Special emphasis will be placed on reading in the content areas and developing the ability to respond to assigned readings both in writing and oral discussion. A tutorial lab component will provide individually prescribed self-paced supplemental instruction and skill development activities for all students enrolled in this course. Pass/No Pass grading. Recommended for students scoring in category 1 in reading in the English Placement Test.
Not transferable

ENGL-13 Beginning Reading Skills **2 Units**
72 hours activity; 72 hours total
Prerequisite: *Completion of ENGL-12 with a passing grade.*
An individualized reading course that focuses on acquisition and/or strengthening of the technical skills necessary for decoding, comprehending and interpreting reading material. Special emphasis will be placed on reading in the content areas and developing the ability to respond to assigned readings both in writing and oral discussion. A tutorial lab component will provide individually prescribed self-paced supplemental instruction and skill development activities for all students enrolled in this course. Pass/No Pass grading. Recommended for students scoring in category 1 in reading in the English Placement Test.
Not transferable

ENGL-16 Computer Composition **2 Units**
72 hours activity; 72 hours total
ENGL 16 is an integrated lab course which prepares students to write using the computer as preparation for higher level English classes. Students will learn beginning word processing and Modern Language Association formatting. In addition, students will learn to write grammatically correct sentences using rules of grammar and punctuation. This class is appropriate for students needing to develop skills necessary for higher level English classes and/or those who have scored into category 1 of the English Placement testing. Concurrent enrollment in ENGL 18 is recommended. Pass/No Pass Grading.
Not transferable

ENGL-17 Computer Composition **2 Units**
72 hours activity; 72 hours total
Prerequisite: *Completion of ENGL-16 with a passing grade.*
ENGL 17 is an integrated lab course which prepares students to write using the computer as preparation for higher level English classes. Students will learn beginning word processing and Modern Language Association formatting. In addition, students will learn to write grammatically correct sentences using rules of grammar and punctuation. This class is appropriate for students needing to develop skills necessary for higher level English classes and/or those who have scored into category 1 of the English Placement testing.
Not transferable

ENGL-18 Beginning Writing **3 Units**
54 hours lecture; 54 hours total
Recommended Corequisite: *Concurrent enrollment in ENGL-16.*
ENGL 18 is a beginning-level course in paragraph writing. This class is appropriate for students needing to develop skills for English 85 and above, and/or students who have scored in Category I of the English Placement Test. Concurrent enrollment in ENGL 16 is recommended. Pass/No Pass grading.
Not transferable

ENGL-19 Intermediate Writing **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-18 with a passing grade.*
Recommended Corequisite: *Concurrent enrollment in ENGL-17.*
ENGL 19 is an intermediate writing course emphasizing the development of skills necessary for writing essays. This class is appropriate for students needing to develop skills for English 85 and above, and/or those who have scored in category 1 of the English Placement test. Concurrent enrollment in ENGL 17 is recommended. Pass/No Pass grading.
Not transferable

ENGL-84 Supervised Writing Lab **0.5 Units**
27 hours lab; 27 hours total
English 84 is a lab course which helps students of all levels strengthen their writing skills. Students may enroll themselves or be referred by teachers who have analyzed specific problems. Credit/No Credit grading; Open Entry/Open Exit.
Not transferable

ENGL-85 Basic Reading & Writing **5 Units**
90 hours lecture; 90 hours total
This course introduces students to beginning academic reading, writing, and research skills, stressing the relationship between reading, thinking, and writing. The course emphasizes the critical reading process, stressing reading comprehension, analysis, and evaluation. Writing is treated as a reflection of critical thinking; therefore, the course emphasizes the writing process, stressing paragraph and essay development, and using grammar as a tool to enhance coherence, clarity, and unity in the writing. Credit/No Credit grading.
Not transferable

ENGL-90 Preparing for College Composition and Research **4 Units**
72 hours lecture; 72 hours total
Prerequisite: *Completion of ENGL-85 with a minimum grade of C or appropriate placement.*
English 90 is a class designed to build the students' skill level and confidence in academic reading and writing and prepare them for college level work, including research. The course emphasizes the relationship of reading, thinking, and writing, providing instruction in college-level critical reading skills, including the application of advanced reading comprehension skills, critical analysis, evaluation of college-level texts, as well as instruction in college-level essay development, including the concepts of coherence, clarity, and unity, and the correct use of grammar. A minimum of 5,000-6,000 words of writing is required.
Not transferable

ENGL-95 Composition Support **0.5-2 Units**
9-36 hours lecture; 9-36 hours total
Corequisites: *Concurrent enrollment in ENGL-120, ENGL-120A or ENGL-120B.*
English 95 is a support course designed to build students' skill level and confidence in academic reading and writing. The course emphasizes the relationship between reading, thinking, and writing, providing instruction in critical reading skills and essay development to promote success in a concurrent transfer-level English course.
Not transferable

ENGL-96 Accelerated English **0.5-2 Units**
27-108 hours lab; 27-108 hours total
Corequisites: *Concurrent enrollment in ENGL-120, ENGL-120A, or ENGL-120B.*
English 96 is a support lab designed to build students' skill level and confidence in academic reading and writing. The course emphasizes the relationship of reading, thinking, and writing, providing instruction in critical reading skills and essay development to promote success in a concurrent transfer-level English 120 course.
Not transferable

ENGL-97 Accelerated English **0.5-2 Units**
18-72 hours activity; 18-72 hours total
Corequisites: *Concurrent enrollment in ENGL-120, ENGL-120A or ENGL-120B.*
English 97 is a directed activity support course designed to build students' skill level and confidence in academic reading and writing. The course emphasizes the relationship of reading, thinking, and writing, providing instruction in critical reading skills and essay development to promote success in a concurrent transfer-level English 120 course.
Not transferable

ENGL-120 College Compositon and Research **4 Units**
72 hours lecture; 72 hours total
Prerequisite: *Completion of ENGL-90 with a minimum grade of C or appropriate placement.*
English 120 develops expository, narrative, and argumentative writing based on reading and analysis of essays and other college texts. The course emphasizes critical thinking and reasoned support of ideas and reinforces the connections between reading and writing. Instruction includes a focus on research practices, evaluating sources, and proper citation and documentation. A minimum of 6,000 to 8,000 words of writing is required.
Transfers to both UC/CSU

ENGL-120A Reading and Composition Stretch 1 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-90 with a minimum grade of C or appropriate placement.*
English 120A is the first semester of a two-semester sequence developing expository, narrative, and argumentative writing based on reading and analysis of essays and other college-level texts. This course emphasizes critical reading and thinking skills along with instruction in writing academic essays, including the concepts of coherence, clarity, and unity. 5,000 to 6,000 words of writing are required.
Transfers to CSU only

ENGL-120B Reading and Composition Stretch 2 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120A with a minimum grade of C.*
English 120B is the second semester of a two-semester sequence developing expository, narrative, argumentative, and researched writing based on reading and analysis of essays and other college-level texts. This course emphasizes critical reading and thinking skills along with instruction in research strategies and writing academic essays, including the concepts of coherence, clarity, and unity. A minimum of 6,000-8,000 words of writing is required.
Transfers to both UC/CSU

ENGL-121 Advanced Composition and Literary Analysis **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
English 121 instructs students in expository writing based on the reading of literary works from a variety of periods and genres. Texts range from drama of the Ancient Greek, Renaissance, and Modern periods; poetry from the 16th to the 21st centuries; and fiction from the 19th to 21st centuries. This course emphasizes critical analysis of texts and revision of student writing. A minimum of 6,000 to 8,000 words of writing is required.
Transfers to both UC/CSU

ENGL-123 Advanced Composition and Critical Thinking About Literature **4 Units**
72 hours lecture; 72 hours total
Prerequisite: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
This course develops critical thinking, reading, and writing skills through the study of logical reasoning, the analysis of literary texts and the generation of written arguments. Literature will provide subject matter for approximately 6,000-8,000 words of argumentative essays; however, the course will emphasize the abilities to analyze, criticize and reason inductively and deductively.
Transfers to both UC/CSU

ENGL-125 Advanced Composition & Critical Thinking **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
This course develops logical reasoning skills through the analysis and generation of written arguments. It focuses on the relationship of language to logic; the abilities to analyze, criticize, and advocate ideas; and inductive and deductive reasoning. It includes both analysis and writing of argumentative essays to develop critical and creative thinking, reading, and writing skills. Progress in specific writing skills will be developed through instruction in the writing process--particularly revision--and instruction in building arguments, avoiding faulty reasoning, and using evidence effectively. Approximately 6,000 to 8,000 words of writing are required.
Transfers to both UC/CSU

ENGL-158 Dramatic Literature: The Stage on the Page **1-3 Units**
18-54 hours lecture; 18-54 hours total
Recommended Preparation: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
This course explores plays and other dramatic works with an emphasis on how the written word becomes embodied on the stage. Figurative language, character development, and cultural contexts will be examined for how they inform performances and theatrical production. This class is frequently taught in tandem with Theater Arts 158, but it is a separate course.
Transfers to CSU only

ENGL-200 Introduction to Creative Writing 1 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-90 or equivalent with a minimum grade of C.*
An introductory course in the practice of creative writing, including work in creative nonfiction, short fiction, and poetry. Emphasis is placed on learning and practicing the basic elements of craft and closely examining the work of published writers and students. There will be some use of workshop format to critique student work.
Transfers to both UC/CSU

ENGL-201 Introduction to Creative Writing 2 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-200 or equivalent with a minimum grade of C.*
An intermediate course in the practice of creative writing, including work in creative nonfiction, short fiction, and poetry. Emphasis is placed on learning and practicing elements of craft and closely examining the work of published writers and students. There will be some use of workshop format to critique student work.
Transfers to both UC/CSU

ENGL-202 Introduction to Creative Writing 3 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-201 or equivalent with a minimum grade of C.*
An advanced course in the practice of creative writing, including work in creative nonfiction, short fiction and poetry. Emphasis is placed on learning and practicing elements of craft and closely examining the work of published writers and students. There will be some use of workshop format to critique student work.
Transfers to both UC/CSU

ENGL-203 Poetry Workshop 1 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-200 or equivalent with a minimum grade of C.*
A course designed to teach the craft of reading and writing poetry. Poets will meet in a workshop environment where they will complete weekly reading assignments and write poems based on assignments that facilitate knowledge of the craft of poetry. Students will also learn creative writing workshop techniques as they exchange suggestions on their work in progress as part of workshops. Written critiques of poems and instruction in poetic technique will be provided by the instructor.
Transfers to both UC/CSU

ENGL-213 Survey of British Literature 1 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
This course focuses on reading and analyzing major works of British literature from the Anglo Saxon and Medieval periods through the eighteenth century. Literature will be reviewed in relation to its historical, political, social, and artistic contexts and its relevance to our times. Written exams and critical papers are required.
Transfers to both UC/CSU

ENGL-214 Survey British Literature 2 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
Reading and discussion of major works of British literature from the nineteenth century through the present. Review of the literature in relation to its historical, political, religious, social, and literary contexts and its influence upon and pertinence to our times.
Transfers to both UC/CSU

ENGL-215 Survey of American Literature 1 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 with a minimum grade of C.*
This course offers a survey of American literature through the Civil War, including Pre-Colonial, Colonial, Enlightenment, and Romantic texts of diverse writers and all genres. Literary movements are explored as they reflect the social, historical, political, religious, philosophical, economic, cultural, and artistic issues of the United States past and present. Written exams and critical papers are required.
Transfers to both UC/CSU

ENGL-216 Survey of American Literature 2 **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 with a minimum grade of C.*
This course offers a survey of American literature from the Civil War through the present, including 19th and 20th Century Realism, Naturalism, Modernism, and Post-Modernism, as represented in texts of all genres. Literary movements are explored as they reflect social, historical, political, economic, religious, philosophical, and artistic issues of the United States past and present. Written exams and critical papers are required.
Transfers to both UC/CSU

ENGL-220 Shakespeare:Introduction **3 Units**
54 hours lecture; 54 hours total
The course offers reading and discussion of representative Shakespearean comedies, tragedies, and histories, as well as other selected plays and poems. The class examines changing texts and performances of Shakespeare's plays from the sixteenth century through the present. Students review the literature in relation to its diverse social, historical, political, religious, cultural, artistic, and literary contexts as well as in relation to its contemporary influence.
Transfers to both UC/CSU

ENGL-224 Survey of Native American Literature **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 with a minimum grade of C.*
This course examines the unique literary contributions of Native American writers. Emphasis is placed on the living experience as expressed through Native works of nonfiction, fiction, poetry, and film, from pre-contact civilization to present day tribal cultures.
Transfers to both UC/CSU

ENGL-226 Survey of African American Literature **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
This course surveys African American prose, poetry, fiction, and non-fiction from its roots in the vernacular tradition to the present. It examines the evolution of African American artistic expressions and literary movements with particular attention to the historical, political and cultural contexts surrounding them. Emphasis is placed on the multiplicity of voices that comprise African American communities in the U.S.
Transfers to both UC/CSU

ENGL-228 Chicano and Latinx Literature **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of ENGL-120 or ENGL-120B with a minimum grade of C.*
This course surveys Mexican American and Latino/a influences in American Literature, introducing major authors, movements and themes. Coursework emphasizes Hispanic cultural perspectives and the diversity of Latinx communities and voices in the United States.
Transfers to both UC/CSU

English as a Second Language (ESL)

ESL-54 Reading & Discussion 1 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Appropriate score on the ESL placement test.*
ESL 54 is the reading and discussionc component of the first credit level in ESL. Reading skills developed include reading comprehension, vocabulary work, and guessing meaning from context. Class discussion is an important part of this course. Credit/No Credit grading.
Not transferable

ESL-55 ESL Reading, Writing and Grammar 1 **6 Units**
108 hours lecture; 108 hours total
Recommended Preparation: *Appropriate placement.*
This course is the reading, writing, and grammar component of level 1 of the ESL program. Students will study basic English reading, writing, and grammar skills. They will read short articles and texts and write short paragraphs using simple and compound sentences in English.
Not transferable

ESL-60 Grammar/Writing 2 **5 Units**
90 hours lecture; 90 hours total
Recommended Corequisite: *Concurrent enrollment in ESL-64.*
Recommended Preparation: *Completion of ESL-50 and ESL-54 with a minimum grade of C.*
This course is the grammar and writing component of Level 2 of the ESL program. Students will build on basic grammar and writing skills of Level 1, learning to write simple narrative, descriptive, and expository paragraphs and short compositions, using present, past, and future tenses, and simple, compound, and complex sentences. They will learn to revise and edit their writing.
Not transferable

ESL-65 ESL Reading, Writing and Grammar 2 **6 Units**
108 hours lecture; 108 hours total
Recommended Preparation: *Completion of ESL-55 or appropriate placement.*
This course is the reading, writing and grammar component of level 2 of the ESL program. Students will build on basic reading, writing, and grammar skills of Level 1, learning to write simple narrative, descriptive, and expository paragraphs and short compositions, using present, past, and future tenses, and simple, compound, and complex sentences. They will learn to revise and edit their writing as well as improve reading skills such as reading comprehension and speed, vocabulary development (including vocabulary in context), summarizing written material, and overall language fluency.
Not transferable

ESL-70 Grammar and Writing 3 **5 Units**
90 hours lecture; 90 hours total
Recommended Preparation: *Completion of ESL-60 and ESL-64 with a minimum grade of C or appropriate score on the ESL placement test (CELSA).*
This is the grammar/writing component of Level 3 of the ESL program. Students will build on grammar/writing skills of Level 2, writing and revising paragraphs and short narrative and descriptive compositions with clear introductions, support and conclusions. Grammar will include review of all simple and progressive verb tenses and the construction of compound and complex sentences.
Not transferable

ESL-75 ESL Reading, Writing and Grammar 3 **6 Units**
108 hours lecture; 108 hours total
Recommended Preparation: *Completion of ESL-55 and/or ESL-65 with a minimum grade of C or appropriate placement.*
This course is Level 3 of the college ESL program focusing on the integration of the major language learning components, including reading, writing, and grammar. Students will build on the major components of Level 2, reading full-length works of fiction and/or nonfiction and continuing to improve and expand reading comprehension, vocabulary skills, and overall written fluency by revising paragraphs, short narratives, and descriptive compositions with clear introductions, support and conclusions. Grammar will include review of all simple and progressive verb tenses and the construction of compound and complex sentences.
Not transferable

ESL-80 Grammar/Writing 4 **5 Units**
90 hours lecture; 90 hours total
Recommended Preparation: *Completion of ESL-70 and ESL-74 with a minimum grade of C or appropriate score on the ESL placment test (CELSA).*
This course is the grammar/writing component of Level 4 of the ESL program. Students will build on grammar/writing skills of Level 3. They will write, revise, and edit paragraphs and short essays, summarize and respond to selected readings, and improve their ability to identify and correct common errors of grammar and syntax.
Not transferable

ESL-85 ESL Reading, Writing and Grammar 4 **6 Units**
108 hours lecture; 108 hours total
Recommended Preparation: *Completion of ESL-65 and/or ESL-75 with a minimum grade of C or appropriate placement.*
This course is level 4 of the college ESL program focusing on the integration of the major language learning components, including reading, writing, and grammar. Students will build on the major components of level 3, reading full-length works of fiction and/or nonfiction and continuing to improve and expand reading comprehension, vocabulary skills, and overall written fluency. They will write, revise, and edit paragraphs and short essays, summarize and respond to selected readings, and improve their ability to identify and correct common errors of in grammar and syntax.
Not transferable

ESL-106 Oral Communication 3 **4 Units**
72 hours lecture; 72 hours total
Recommended Preparation or Corequisite: *Concurrent enrollment in or completion of ESL-84 and/or ESL-85 and/or ESL-108 with a minimum grade of C or appropriate placement.*
Advanced oral communication skills class in which students learn to listen actively, speak with clarity, and communicate effectively in English. Students will work collaboratively to make oral presentations and contribute to group and class discussions about topics of current interest. Concurrent or previous enrollment in ESL 85, 108 or an recommended placement is recommended before taking this class.
Transfers to CSU only

ESL-110 Writing 5 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ESL-80 and ESL-84 with a minimum grade of C or appropriate score on the ESL placement test (CELSA).*
This course is the most advanced class for English as a Second Language students, offering an integration of reading, composition, grammar, and critical thinking.
Transfers to both UC/CSU

Environmental Science (ENVS)

ENVS-115 Energy, the Environment & Sustainability **3 Units**
54 hours lecture; 54 hours total
This course is a study of human civilizations and their impact on global environmental systems. Environmental world views (ethics), past and present, of the various cultural, ethnic, gender and socioeconomic groups will be explored.
Transfers to both UC/CSU

Film Studies (FILM)

FILM-100 Survey and Appreciation of Film **3 Units**
54 hours lecture; 54 hours total
This course is an introduction to the history and elements of filmmaking such as narrative, mise-en-scene, cinematography, acting, editing, and sound as well as approaches to film criticism.
Transfers to both UC/CSU

FILM-101 Introduction to Film Production **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
This course is designed to introduce you to the creative process of filmmaking. We will study all aspects of production from the conceptualization of ideas and scripting, to the basic production equipment and their functions, and finally the production and post-production processes. Assignments will emphasize visualization, shooting style, and production organization. Presentation of ideas in both the written word and visual media are integral to the production of creative media, and the coursework for the class is designed to help you develop the basic skills to ultimately work on set as a member of a production crew.
Transfers to both UC/CSU

FILM-102 Survey of Film and Media **3 Units**
54 hours lecture; 54 hours total
The purpose of this course is to introduce you to the history, structure, and function of the Mass Media, including print, broadcast, visual, and digital forms. In an effort to increase media literacy and become more informed and discerning media consumers, the course will introduce students to a diverse array of media texts including films, television shows, advertisements, newspapers, magazines, music videos, audio recordings, social media, and the Internet. Particular attention throughout the course will be paid to mass communication issues relating to diverse political, cultural, and social communities as they relate to film.
Transfers to both UC/CSU

FILM-105 Film History: 1895-1949 **3 Units**
54 hours lecture; 54 hours total
This course will examine the evolution of film as a cultural medium, from its origins at the turn of the century, to its early development as a social force by the 1940's. Students will explore the history of film technology, its major social and political movements, seminal directors and performers, and the development of its narrative structure.
Transfers to both UC/CSU

FILM-106 Film History: 1950s to Present **3 Units**
54 hours lecture; 54 hours total
This course will examine the evolution of film as a cultural medium, from the postwar 1950's to its current climate. Students will explore the history of film technology, its major social and political movements, seminal directors and performers, and the development of its narrative structure.
Transfers to both UC/CSU

FILM-110 Culture and Gender in Film **3 Units**
54 hours lecture; 54 hours total
This course covers the perspectives and contributions of diverse cultural, ethnic and gender groups to American life through the art of film. Students in this course will study films by and about African Americans, Latino Americans, Asian Americans, Native Americans, and other cultural groups such as Euro-Americans, Jewish Americans and Arab Americans. They will also analyze the representations of ethnicity gender, sexual orientation, age, and physical and mental challenges in film.
Transfers to both UC/CSU

FILM-115 World Cinema **3 Units**
54 hours lecture; 54 hours total
This course will survey the historical, social, and artistic development of cinema around the globe, introducing a range of international films, movements, and traditions.
Transfers to both UC/CSU

FILM-117 Director's Cinema **3 Units**
54 hours lecture; 54 hours total
This course examines the historical and artistic career of a seminal director in cinema history. Possible subjects include Martin Scorsese, Alfred Hitchcock, Francis Ford Coppola, and Woody Allen.
Transfers to CSU only

FILM-120 Horror Film **3 Units**
54 hours lecture; 54 hours total
This course offers an in-depth examination of the popular horror film through an analysis of its historical evolution, major theories, aesthetics and conventions, and the impact of its role as a reflection of culture society.
Transfers to both UC/CSU

FILM-121 Film Comedy **3 Units**
54 hours lecture; 54 hours total
This course offers an in-depth examination of the comedy film through an analysis of its historical evolution, major theories, aesthetics and conventions, and its role as a reflection of culture and society.
Transfers to both UC/CSU

FILM-125A Film Genres: Film Noir **3 Units**
54 hours lecture; 54 hours total
This course offers an in-depth analysis of the film noir genre through the study of film history, methods of production, film style, evolution of aesthetics and conventions, noted actors and directors, and sociological implications.
Transfers to both UC/CSU

FILM-125B Film Genres: Western **3 Units**
54 hours lecture; 54 hours total
This course covers the historical, social, and artistic development of the western film genre from 1903 to the present.
Transfers to both UC/CSU

FILM-125C Film Genres: Drama **3 Units**
54 hours lecture; 54 hours total
This course covers the historical, social and artistic development of the drama film genre from the 1940s to the present.
Transfers to both UC/CSU

FILM-125D Film Genres: Musical **3 Units**
54 hours lecture; 54 hours total
This course covers the historical, social, and artistic development of the film musical from the 1920s to the present.
Transfers to both UC/CSU

FILM-130 Introduction to Non-Fiction/Reality Production **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
The goal of this course is to familiarize students with Non-Fiction/Reality production theory and practice. The course will challenge students to develop a critical eye, and deepen their appreciation of the many different modes of Non-Fiction/Reality film and television. In addition, at the end of the semester, each student will produce and direct a short Non-Fiction/Reality film or TV show to be exhibited in class. We will consider the Non-Fiction/Reality as an art form, a cultural artifact, a mode for social change, and as a means for representing cultures. In-class screenings will explore a variety of films and TV shows that will survey the range of Non-Fiction/Reality expression, from the classic texts, to the independent and experimental forms, and everything in-between.
Transfers to both UC/CSU

French (FREN)

FREN-120 First Semester French **5 Units**
90 hours lecture; 90 hours total
The first part of a four semester sequence of UC/CSU transfer level French courses integrating listening, speaking, reading, and writing skills in real world contexts. Cultural perspectives and practices are also addressed.
Transfers to both UC/CSU

FREN-121 Second Semester French **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of FREN-120 or equivalent with a minimum grade of C or two years of high-school French.*
The second part of a four-semester sequence of transfer-level French courses. Continued work on language communication integrating listening, speaking, reading, and writing skills in real world contexts. Ongoing development of cultural awareness.
Transfers to both UC/CSU

Geography (GEOG)

GEOG-101 World Regional Geography **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 or equivalent with a minimum grade of C.*
Survey of the world's culture regions and nations as interpreted by geographers, including physical, cultural, and economic features. Emphasis on spatial and historical influences on population growth, transportation networks, and natural environments. Identification and importance of significant features of regions.
Transfers to both UC/CSU

GEOG-110 Physical Geography **3 Units**
54 hours lecture; 54 hours total
A basic geography course emphasizing physical elements of the human environment. The course includes earth-sun relationships, maps, global time, land forms, oceans, soils, natural vegetation, weather, and climatic regions of the world.
Transfers to both UC/CSU

Geology (GEOL)

GEOL-110 Physical Geology **3 Units**
54 hours lecture; 54 hours total
Uses of geology in society; the nature of rocks and minerals; the dynamic nature of our planet is explored, including mountain building processes, volcanoes, faulting; plate tectonics; earthquakes; geologic time and surface land forming processes.
Transfers to both UC/CSU

GEOL-111 Physical Geology Laboratory **1 Unit**
54 hours lab; 54 hours total
Prerequisites or Corequisites: *Concurrent enrollment in GEOL-110.*
This is a laboratory course to supplement Geology 110. The course investigates minerals and rocks and includes the use of topographic maps and profiles as well as three-dimensional aerial photographs in analyzing landforms and geologic structures. The interpretation of geologic maps, cross sections and exercises on geologic processes are all included.
Transfers to both UC/CSU

GEOL-199 Independent Studies in Geology **1-3 Units**
54-162 hours lab; 54-162 hours total
Prerequisite: *Completion of one college level geology course and submission of a written proposal to be reviewed by two regular science/engineering faculty members.*
An opportunity to study any area of Geology of special interest to the student. The matieral may include continuation of knowledge and projects begun in other Geology courses or geological studies not normally included in formal course work.
Transfers to CSU only

Health (HELH)

HELH-100 Community First Aid & Safety **3 Units**
54 hours lecture; 54 hours total
This course involves the theory and detailed demonstration of the first aid care of the injured. The student will learn to assess the condition of a victim and incorporate proper treatment. Standard first aid, CPR, and AED certification(s) will be granted upon successful completion of requirements
Transfers to both UC/CSU

HELH-106 Personal & Community Health **3 Units**
54 hours lecture; 54 hours total
This course provides an overview of the personal and social aspects of health, while analyzing the interaction and effects of behavioral, environmental, social, spiritual, occupational, and physical factors. Students in this course apply the basic principles of wellness and health science to develop an informed, personal approach to mental and physical health. topics will include nutrition, exercise, weight control, stress management, mental health, violence prevention, reproductive health, aging and environmental hazards and safety.
Transfers to both UC/CSU

HELH-109 Sport Nutrition & Weight Management **3 Units**
54 hours lecture; 54 hours total
This course is designed to provide students with a foundation of optimal nutrition for health and fitness. Focus is on importance of nutrients in a healthy diet for sports and weight management; appropriate 'fueling' for increased endurance; basics of energy metabolism and maximizing body fat loss; and skills to identify nutrition quackery and fad diets. Appropriate for all skill levels.
Transfers to both UC/CSU

Health Occupations (HEOC)

HEOC-97 Preparation for Healthcare Programs **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course introduces the fundamental study, test taking, and communication skills necessary to achieve success in the ADN, RT, or Paramedic programs. Skills on time management, study techniques and test taking strategies are among the areas to be covered.
Not transferable

HEOC-100 Basic Anatomy & Physiology **3 Units**
54 hours lecture; 54 hours total
Introductory lecture course in Anatomy and Physiology. Required for Vocational Nursing, Psychiatric Technician and Paramedic Programs.
Transfers to CSU only

HEOC-101 Pharmacology **3 Units**
54 hours lecture; 54 hours total
Pharmacology 101 introduces students to the general principles and application of pharmacology. Topics include drug classifications, indications, side effects and interactions. Drug dosage calculations will be reviewed. This course is a prerequisite for the Vocational Nursing and Psychiatric Technician Programs.
Transfers to CSU only

HEOC-171 Medical Terminology **3 Units**
54 hours lecture; 54 hours total
Basic medical terminology used in the health professions.
Transfers to CSU only

HEOC-172 Basic Nutrition **2 Units**
36 hours lecture; 36 hours total
Proper nutrition for optimum health and well being. Enables the student to plan proper food selections in health and disease. Required for Vocational Nursing and Psychiatric Technician Program.
Transfers to CSU only

HEOC-372 Intravenous Therapy **1.5 Units**
24 hours lecture; 8 hours lab; 32 hours total
Corequisites: *Concurrent enrollment in NURS-233 or NURS-153 and NURS-154 or current California LVN or RN license.*
This course is designed to prepare students to administer intravenous fluids using the fundamental principles and competencies required to begin, maintain, and discontinue intravenous therapy. Letter grade only.
Not transferable

History (HIST)

HIST-120 United States History 1 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Survey of the political, economic, intellectual, social and cultural history of the United States from the colonial era to 1877.
Transfers to both UC/CSU

HIST-121 United States History 2 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Survey of the political, social, economic, intellectual and cultural history of the United States from the end of the Civil War (1865) to the present day.
Transfers to both UC/CSU

HIST-122 World History 1 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
A global survey of world civilizations from the earliest human societies, through the transition to early civilizations, up to the 16th Century and the Renaissance. Emphasis will be placed on the social, political, economic, cultural and religious forces within the civilizations of Asia, Africa, Europe, and the Americas, the interaction among those civilizations, and their impact on the contemporary world.
Transfers to both UC/CSU

HIST-123 World History 2 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
A global survey of the world civilizations from the 15th century to the present. Emphasis will be placed on the social, political, economic, cultural and religious forces within the civilizations of Asia, Africa, Europe, and the Americas, the interaction among those civilizations, and their impact on and legacy to the contemporary world.
Transfers to both UC/CSU

HIST-140 History of Modern Latin America **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Survey of the political, economic, social and intellectual evolution of post-colonial, 19th-20th Century Latin America.
Transfers to both UC/CSU

HIST-142 History of Mexico **3 Units**
54 hours lecture; 54 hours total
A survey of Mexico from pre-conquest to the present, with emphasis on political, cultural, economic, intellectual and social history. Topics covered include: indigenous population, Spanish conquest, independence and revolutions, reconstruction, and contemporary life.
Transfers to both UC/CSU

HIST-145 California History **3 Units**
54 hours lecture; 54 hours total
The course surveys California history from its earliest settlement to the present. It addresses political, economic, social, and cultural developments that accompanied the state's transformation from the Native American through the Spanish, Mexican, and American periods, and examines how national and global events influenced these developments.
Transfers to both UC/CSU

HIST-150 History of American Women 1600-1900 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
A survey of the experiences and contributions of women in the political, social, economic, and cultural development of the U.S. from the pre-colonial period to the end of the 19th century. This course will include study of diverse groups of women, including Native Americans, African Americans, Latinas, and Asian Americans.
Transfers to both UC/CSU

HIST-152 History of American Women Since 1900 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
A survey of the experiences, perspectives, and contributions of women in the political, social, economic, and cultural development of the U.S. during the twentieth century. This course will include study of diverse groups of women, including Native Americans, African Americans, Latinas, and Asian Americans.
Transfers to both UC/CSU

Hospitality, Culinary and Tourism Management (HCTM)

HCTM-100 Sanitation and Safety **2 Units**
36 hours lecture; 36 hours total
This class provides students with the basic principles of food safety and sanitation as they apply to food service operations. Includes instruction on federal, state, and local sanitation regulations; personal hygiene; HACCP protocol; microbiology; preventing foodborne illnesses through flow of food systems; development and management of a comprehensive cleaning and sanitizing program; and basic concepts of workplace safety. Also includes training on responsible alcohol service. National Restaurant Association ServSafe Test will be given as a course assessment and certification may be received with a passing score. Cross-listed with HOSP-100.
Transfers to CSU only

HCTM-110 Culinary Production and Operations For Hospitality Professionals **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Corequisites: *Concurrent enrollment in HCTM-100 or a current ServSafe Manager Certification.*
Through a combination of lecture and lab sessions, students are introduced to fundamental culinary principles, techniques and operations. Students are introduced to and apply skills in product identification, ingredient handling, recipe costing, commercial recipe development, cooking fundamentals and professional standards of commercial kitchen operations. Cross-listed with HOSP-110.
Transfers to CSU only

HCTM-111 Introduction to Baking & Pastry **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisite: *Completion of HCTM-100 with a minimum grade of C.*
Recommended Preparation: *Completion of HCTM-110 with a minimum grade of C.*
This course is designed to introduce students to the fundamental principles of baking procedures for preparing baked goods, pastries, and desserts. Students gain knowledge and understanding of baking science. Products include yeast breads, Danish pastry, croissants, puff pastry, tortes and fine cakes, tarts and pies, and chocolate work. Emphasis is placed on production of high quality products and professional presentation.
Transfers to CSU only

HCTM-112 Garde Manger **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisite: *Completion of HCTM-110 with a minimum grade of C.*
This course focuses on the art of the cold kitchen with emphasis on both modern and classical techniques. Topics include hors d'oeuvre, canape, salads, brining, pickling, curing, and smoking. This course also includes basic charcuterie with emphasis on forcemeats, mousselines, terrines, pate, galantines, and sausages.
Transfers to CSU only

HCTM-120 Introduction to Hospitality Management **3 Units**
54 hours lecture; 54 hours total
A beginning course presenting an overview of the hospitality industry with all its segments. This overview will include lodging, restaurants, food and beverage, tourism and recreation, and other operational areas of the hospitality industry.
Transfers to CSU only

HCTM-121 Hospitality Cost Control **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of HCTM-120 with a minimum grade of C.*
Analyzing and managing: food, beverage, labor and other costs within a hospitality operation. Emphasis on problem solving, applying cost control techniques to maximize profits while managing expenses. Topics include: establishing standards, cost-volume-profit-analysis, forecasting, purchasing and storage controls, menu costing and pricing, theft prevention and labor control.
Transfers to CSU only

HCTM-122 Principles of Hotel Administration **3 Units**
54 hours lecture; 54 hours total
Principles of Hotel Administration will provide a history and structure of the lodging industry. Students will be introduced to the fundamentals of managing and effectively supervising lodging and hotel operations.
Transfers to CSU only

HCTM-124 Hospitality Law **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of HCTM-120 with a minimum grade of C.*
This course will provide industry-specific legal fundamentals to students and practicing professionals in the hospitality, travel, and tourism industries. This course will focus on developing the critical skills needed to anticipate and reduce potential liability in hospitality establishments.
Transfers to CSU only

HCTM-125 Food, Beverage & Restaurant Management **3 Units**
54 hours lecture; 54 hours total
This course offers instruction, core competencies, and support activities for students who desire to become professionals in preparing to begin or advance their careers in the restaurant, hospitality, and foodservice industries.
Transfers to CSU only

HCTM-126 Culture and Cuisine **3 Units**
54 hours lecture; 54 hours total
This course explores cuisines with a focus on the geographic, historic, cultural, religious, and economic influences that shape food availability and consumption. Students will examine how diversity shapes cultural food patterns. Additionally, this course will examine women's contribution to the culinary world.
Transfers to CSU only

HCTM-200 Introduction to Luxury Service **0.5 Units**
9 hours lecture; 9 hours total
This course is guided by the benchmark standards for luxury service in The Napa Valley. The course is designed to provide students with awareness of the luxury service industry in The Napa Valley. This course will introduce the Luxury Hospitality Standards used by hotels in The Napa Valley. Students who successfully complete this course will be eligible to receive industry certification.
Transfers to CSU only

HCTM-201 Luxury Service Standards **0.5 Units**
9 hours lecture; 9 hours total
Prerequisites or Corequisites: *Previous completion of or concurrent enrollment in HCTM-200 is required.*
This course is a complimentary course to Introduction to Luxury Service. In this course students will focus on various areas of the hotel, and their respective luxury standards. These standards are the benchmark for luxury hotels and resorts in The Napa Valley. Students who successfully complete this course will be eligible to receive industry certification.
Transfers to CSU only

Human Services (HSRV)

HSRV-120 Introduction to Human Services **3 Units**
54 hours lecture; 54 hours total
The course is an introduction to the social welfare field and explores the historical, cultural and societal aspects of the social work profession. The course will introduce the essential helping skills of human service workers. The broad career opportunities within social services will be examined and a candid look at the demands and strains of choosing a social service career will be explored.
Transfers to CSU only

HSRV-122 Helping Skills in Human Services **3 Units**
54 hours lecture; 54 hours total
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of HSRV-120 with a minimum grade of C.*
An introduction to helping skills and interview techniques necessary for paraprofessionals, volunteers and students working in the Human Services field. Students will learn basic communication skills to effectively support and guide persons who need assistance from social, educational and health service systems. Sensitivity and awareness of the client's diverse needs during an interview will be emphasized.
Transfers to CSU only

HSRV-124 Working With Diverse Populations **3 Units**
54 hours lecture; 54 hours total
A course examining the historical and current values, problems, issues, concerns, and support needs of special population groups including, but not limited to age, gender, race, ethnicity, culture, immigration status, socioeconomic status, physical or psychiatric disability, sexual orientation, and gender identity. The role of power in the helping relationship will be examined with regard to social and cultural identities and viewing both the service provider and the client within the context of the larger society. Emphasis is on the importance of self-awareness and examining personal biases and prejudices in order to be an effective human services provider.
Transfers to CSU only

HSRV-126 Case Management in Human Services **3 Units**
54 hours lecture; 54 hours total
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of HSRV-120 and with a minimum grade of C.*
The course provides training in case management skills to implement with clients in a variety of human service organizations. Students will learn the practical aspects of case management: intake interviews, assessment, organization and design of a case plan, implementation and follow up. Advocacy skills will be reviewed and an overview of legal and ethical issues and professional development activities of human service specialists will be examined.
Transfers to CSU only

HSRV-130 Crisis Intervention in Human Services **3 Units**
54 hours lecture; 54 hours total
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of HSRV-120 with a minimum grade of C.*
Recommended Preparation: *Completion of HSRV-122, HSRV-124 and HSRV-126 with a minimum grade of C.*
This course will include strategies and techniques in crisis intervention for individuals training to work in the helping profession including how to conduct intake interviews; provide information, referrals and documentation; and utilize the essential active listening skills for people in crisis. Topics covered are suicide prevention, domestic violence, substance abuse, mental health, crosscultural competencies, and legal issues including confidentiality.
Transfers to CSU only

HSRV-131 Introduction to Group Process **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of HSRV-120, HSRV-122, and HSRV-124 with a minimum grade of C, or assessment by the Program Coordinator or instructor.*
An introduction to educational and process groups in human services and addiction treatment work settings including theoretical foundation, stages and processes; roles, responsibilities and ethics; strategies and techniques for facilitating group process. Students practice and demonstrate competencies through participation and demonstration of group work.
Transfers to CSU only

HSRV-190 Field Studies 1 **3 Units**
18 hours lecture; 130 hours lab; 148 hours total
Prerequisite: *Completion of HSRV-120, HSRV-122 and HSRV-124 with a minimum grade of C.*
This course is the supervised fieldwork practicum that actively involves students at a supervised human service site. Students apply and integrate the values, knowledge, and skills learned in the classroom through direct, hands-on experience in a human services agency. Special attention is given to individual, group, and family counseling.
Transfers to CSU only

Humanities (HUMA)

HUMA-100 The American Mind 1 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course is a critical examination of key philosophical, religious, artistic, scientific, economic and political ideas that have shaped American society from the Native-American and European-American migration and settlement to the late 1800s. Students in this course will analyze diverse and conflicting arguments on the American experience with particular attention given to the influence that Native-Americans, African-Americans, Asian-Americans, and Irish-Americans have had on the development of American culture.
Transfers to both UC/CSU

HUMA-101 The American Mind 2 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course is a critical examination of key philosophical, religious, scientific, economic and political ideas that have shaped American society from the mid-1800's to the present. Students in this course will analyze diverse and conflicting arguments on the American experience with particular attention given to the experiences of Native-Americans, African-Americans, Chicana(o)/Latina(o)-Americans, Filipina(o)-Americans, and women of various cultural backgrounds.
Transfers to both UC/CSU

HUMA-112 Introduction to Africana Studies **3 Units**
54 hours lecture; 54 hours total
This course explores African American identity by using an interdisciplinary approach, drawing upon the artistic, philosophical, religious, social, and historical aspects of African and African American heritage to understand the formation of the moral and aesthetic values of African American culture today. There will also be a particular focus on the interplay between African American cultural identity and gender, class, and sexual orientation.
Transfers to both UC/CSU

HUMA-113 Introduction to Mex-American and Chicana(o) Studies **3 Units**
54 hours lecture; 54 hours total
This course explores Mexican-American/Chicana(o) identity by using an interdisciplinary approach, drawing upon the artistic, religious, philosophical, social, and historical aspects of Mexican and Mexican-American heritage to understand the formation of the moral and aesthetic values of Mexican-American/Chicana(o) culture today. There is a particular focus on the interplay between Mexican-American/Chicana(o) cultural identity and gender, class, and sexual orientation.
Transfers to both UC/CSU

HUMA-125 Introduction to Latin American Studies **3 Units**
54 hours lecture; 54 hours total
Introduction to Latin American Studies is an interdisciplinary course drawing upon the artistic, philosophical, religious, social and historical aspects of Mexico, Central America, South America and the Caribbean to understand the moral and aesthetic values amongst various Latin American cultures from the Pre-Columbian era to the present. This course will also examine the relationship of Latin American and Caribbean communities in the United States with their countries/regions of origin.
Transfers to both UC/CSU

HUMA-151 Women's Ethnic Heritage **3 Units**
54 hours lecture; 54 hours total
This course is an exploration of concepts related to the understanding of ethnic heritage. Literature, film and the arts will be surveyed to demonstrate the power of one's ethnic heritage in constructing meaning for oneself in the world. Students will have the opportunity to observe how they view their own cultures,and to think critically about how their ethnic identity affects their sense of self and consequently, their choices. They will also exchange stories and observations about others' cultures, and in so doing examine their own ideas and assumptions about others' ethnicities.
Transfers to both UC/CSU

HUMA-160 Filipina(o)-American Heritage **3 Units**
54 hours lecture; 54 hours total
This course explores Filipina(o)-American heritage, drawing upon the complexities of its indigenous history to educate and to enrich the identity of Filipina(o)-Americans today. The experiences, perspectives, and contributions of Filipina(o)-Americans, across gender, religion, class, and sexual orientation lines, will be discussed. Emphasis will be placed on the resistance to colonization, including the resilience of Filipino culture that has endured various waves of oppression.
Transfers to both UC/CSU

HUMA-174 Culture and Gender in Theater **3 Units**
54 hours lecture; 54 hours total
This course explores the contributions and perspectives of various cultural, ethnic and gender groups to contemporary American drama. Students in this course will study plays by African Americans, Latino Americans, Asian Americans and other cultural and gender groups. Cross-listed with THEA-105.
Transfers to both UC/CSU

HUMA-186 Culture and Gender in Films **3 Units**
54 hours lecture; 54 hours total
This course covers the perspectives and contributions of diverse cultural, ethnic and gender groups to American life through the art of film. Students in this course will study films by and about African Americans, Latino Americans, Asian Americans, Native Americans, and other cultural groups such as Euro-Americans, Jewish Americans and Arab Americans. They will also analyze the representations of ethnicity, gender, sexual orientation, age, physical and mental challenges in film. Cross-listed with FILM-110.
Transfers to both UC/CSU

HUMA-199 Independent Study in Humanities **1-3 Units**
54-162 hours lab; 54-162 hours total
Prerequisite: *Completion of one prior Humanities course with a minimum grade of C.*
Independent study for students interested in specialized reading, research and/or special projects in humanities.
Transfers to CSU only

HUMA-298 Selected Topics in Humanities **1-3 Units**
54-162 hours lab; 54-162 hours total
Topics in Humanities not covered by regular catalog offerings. Course content and unit credit to be determined in relation to Community Student needs and/or available staff. May be offered as a seminar, lecture, or lecture/laboratory class.
Transfers to CSU only

Italian (ITAL)

ITAL-120 First Semester Italian **5 Units**
90 hours lecture; 90 hours total
A beginning course in Italian with emphasis on listening, understanding, speaking, and writing. The basic structures of the language are covered. Italian is used exclusively. Reading of simple cultural material.
Transfers to both UC/CSU

ITAL-121 Second Semester Italian **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of ITAL-120 with a minimum grade of C.*
This course is the second part of a four-semester sequence of transfer-level Italian courses. Continued work on language communication, integrating listening, speaking, reading and writing skills in real world contexts. Exposure to Italian Culture.
Transfers to both UC/CSU

Japanese (JAPN)

JAPN-101 Elementary Japanese I **3 Units**
54 hours lecture; 54 hours total
Introduction to the two basic writing systems of Japanese(hiragana and katakana), as well as approximately 30 kanji characters. Students will be introduced to the basic grammar and vocabulary of Japanese, as well as cultural information about daily life in Japan. The class will be conducted in both Japanese and English.
Transfers to both UC/CSU

Kinesiology (KINE)

KINE-100 Swimming **1.5 Units**
54 hours activity; 54 hours total
Swimming 100 is an introduction to the basic fundamentals of swimming. This course will instruct the student in basic water safety skills-introduction to the water, front and back floating, prone glide, flutter kick on front and back, arm stroke both front and back,rhythmic breathing and drown proofing. This course is to emphasize mental and physical adjustment to the water.
Transfers to both UC/CSU

KINE-100B Intermediate Swimming **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-100 with a minimum grade of C.*
Course is designed to learn the intermediate techniques of swimming, terminology and fluid mechanics. Strokes will included back crawl, breast stroke and butterfly strokes.
Transfers to both UC/CSU

KINE-101 Muscle and Tension Release Techniques **1.5 Units**
54 hours activity; 54 hours total
This course teaches the athlete/ dancer / mover the proper maintenance of the body to ensure longevity and greater movement ability. Emphasis will be on foam roller techniques (self myofascial release) and stretching techniques but will cover general performance recovery topics and may incorporate other mind-body modalities. Cross-listed with DANS-101.
Transfers to both UC/CSU

KINE-102A Water Exercise-Beginning **1.5 Units**
54 hours activity; 54 hours total
This course is designed to improve cardiovascular endurance, muscle tone and flexibility using the water as a medium for exercise. This is an excellent life long activity for non-swimmers and novice swimmers.
Transfers to both UC/CSU

KINE-102B Water Exercise (Deep Water) **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-102A with a minimum grade of C.*
A conditioning workout emphasizes cardiovascular endurance activities in deep water. Students must be comfortable in deep water (intermediate level swimmer) to participate in this class.
Transfers to both UC/CSU

KINE-103 Fitness for Life **1.5 Units**
54 hours activity; 54 hours total
Online introductory fitness class designed to learn the fundamentals of an overall fitness program, including setting goals, strength and fitness evaluation, body composition, target heart rate, resistance training, flexibility training, relaxation training and dietary awareness. Students will be required to develop and evaluate an individualized exercise plan.
Transfers to both UC/CSU

KINE-112 Golf **1.5 Units**
54 hours activity; 54 hours total
This course will help a student in the development of understanding and attitudes relative to the game of golf. Specific attention is given to the proper fundamentals (grip, stance, swing) with different clubs in various situations. The rules and etiquette of golf are presented and practiced. The course may be presented specifically to students of particular skill levels.
Transfers to both UC/CSU

KINE-112B Intermediate Golf **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-112 with a minimum grade of C.*
Continuation of fundamentals of golf. Increased refinement in stroke techniques for shots, strategy, and course management. Designed to improve the golfer's handicap and mental attitude.
Transfers to both UC/CSU

KINE-113 Badminton **1.5 Units**
54 hours activity; 54 hours total
The course is designed for the beginning player. Basic skills will be developed and refined. Strategy, rules, etiquette and match tactics will be reviewed. Singles, doubles, and mixed doubles matches will be played.
Transfers to both UC/CSU

KINE-113B Intermediate Badminton **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-113 with a minimum grade of C.*
The course is designed for the intermediate player. Basic skills will be developed and refined. Strategy, rules, etiquette, and match tactics will be reviewed. Singles, doubles, and mixed doubles matches will be played.
Transfers to both UC/CSU

KINE-115 Cross Training **1.5 Units**
54 hours activity; 54 hours total
A fitness course covering the full spectrum of physical fitness exercises (cardio-respiratory endurance, muscle strength and endurance, flexibility, balance, core) utilizing the industry's up-to-date principles and latest techniques.
Transfers to both UC/CSU

KINE-123 Tennis **1.5 Units**
54 hours activity; 54 hours total
Fundamentals of tennis. Beginning: Rules, scoring, etiquette, and tactics for singles. Emphasis on forehand and backhand ground strokes, serve and volley. Text required.
Transfers to both UC/CSU

KINE-123B Intermediate Tennis **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-123 with a minimum grade of C.*
Intermediate: For the advanced beginner. Concepts and strategy at the intermediate level. Emphasis on forehand and backhand ground strokes, serve, volley, service return, approach shot, half volley, lob and overhead smash.
Transfers to both UC/CSU

KINE-125 Volleyball **1.5 Units**
54 hours activity; 54 hours total
Fundamentals of volleyball. Beginning: Instruction on the pass, set, spike, serve and block. Emphasis on rules, etiquette and strategy for six person team play. Text required.
Transfers to both UC/CSU

KINE-125B Intermediate Volleyball **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-125 with a minimum grade of C.*
Intermediate skills and strategies and the introduction of techniques and team play. Emphasis on officiating and participation in tournament competition, as well as on six person team and introduction to two person play. Text required.
Transfers to both UC/CSU

KINE-127 Sand Volleyball **1.5 Units**
54 hours activity; 54 hours total
This course teaches the principles of sand volleyball including doubles, three, four or six player combinations. Basic volleyball skills will be taught. This course encourages fitness and wellness.
Transfers to both UC/CSU

KINE-127B Intermediate/Advanced Sand Volleyball **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-127 with a minimum grade of C.*
This class is designed to prepare students to compete at the intermediate and advanced levels for sand volleyball.
Transfers to both UC/CSU

KINE-129 Spinning **1.5 Units**
54 hours activity; 54 hours total
This course is designed to provide students with a cardiovascular and muscle conditioning workout through a continuous movement on a bicycle (stationary). Each workout begins with a warm-up, then an increasing level of workload and finishes with a cool-down. This course provides a workout suitable for all levels of fitness.
Transfers to both UC/CSU

KINE-129B Intermediate Spinning **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-129 with a minimum grade of C.*
This course is designed to provide students with a cardiovascular and muscle conditioning workout on a spin bicycle (stationary). Each workout begins with a warm-up, then an increasing level of workload and finishes with a cool-down. Intermediate students will learn more advanced concepts of metabolism as it pertains to exercise. This course will also include a core strengthening portion that is designed to increase the student's performance on the bike. This course provides a workout suitable for experienced spin cyclists.
Transfers to both UC/CSU

KINE-130 Yoga **1.5 Units**
54 hours activity; 54 hours total
This class is an introduction to Hatha Yoga. Students will be taught the theory, history and philosophy of yoga. Students will participate in the practice of yoga postures, while integrating breath work and concentration. The physiological and emotional benefits will be discussed.
Transfers to both UC/CSU

KINE-130B Intermediate Yoga **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-130 with a minimum grade of C.*
This course is an intermediate yoga class. The class will build on the beginning yoga postures and poses and will focus on developing flow, energy, and strength.
Transfers to both UC/CSU

KINE-131 Cardio Kickboxing **1.5 Units**
54 hours activity; 54 hours total
This course is designed to provide students with a cardiovascular and muscle conditioning workout through continuous movements such as kicks, punches, jumping rope and calisthenic exercises. Each workout, which begins with a warm-up and finishes with a final stretch, emphasizes proper execution of movements and body alignment. This course is a non-contact workout appropriate for all levels of fitness.
Transfers to both UC/CSU

KINE-131B Intermediate Cardio Kickboxing **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-131 with a minimum grade of C.*
This course is designed to provide students with a cardiovascular and muscle conditioning workout through continuous movements such as kicks, punches, jumping rope and calisthenic exercises. Each workout emphasizes proper execution of movements and body alignment. Flexibility, strength training, focus mitt training and muscular endurance activities may also be incorporated.This course is a non-contact workout appropriate for students with an intermediate level of fitness.
Transfers to both UC/CSU

KINE-133 Body Sculpting **1.5 Units**
54 hours activity; 54 hours total
This course is designed to provide students an environment for improving muscular strength, muscular endurance, and muscular flexibility. These three components of fitness will be addressed using a variety of equipment including free weights, bands, tubing, benches, and mats. Emphasis will be placed on proper technique and form, and safe execution of exercises.
Transfers to both UC/CSU

KINE-133B Intermediate Body Sculpting **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-133 with a minimum grade of C.*
This course is designed to provide students with a healthy environment for continued development in muscle strength, endurance, and flexibility. These three techniques will be developed through various free weights, bands, tubing, benches, and mat exercises.
Transfers to both UC/CSU

KINE-139 Kickboxing With Jeet Kune Do Concepts Level 1 **1.5 Units**
54 hours activity; 54 hours total
Entry level kickboxing course incorporating June Fan Jeet Kune Do boxing concepts. Level 1 focuses on conditioning, skills and attribute training. Most techniques and practice drills will be from the kicking and punching range. Some basic trapping techniques will be discussed. No grappling techniques will be incorporated at this level. This course will require student to purchase boxing gloves. Light contact focus mitts provided.
Transfers to both UC/CSU

KINE-139D Kickboxing With Jeet Kune Do Concepts Level 1 **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-139 with a minimum grade of B or approval by the instructor.*
Teaching Assistant for Level I JKD (Jeet Kune Do)kickboxing course. Successful completion of PHYE 139 before enrolling in the teaching assistant course strongly recommended.
Transfers to CSU only

KINE-141 Kickboxing With Jeet Kune Do Concepts Level 2 **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-139 with a minimum grade of C or beginning level martial arts or boxing experience.*
Martial art intermediate level training using Jeet Kune Do (JKD) training methods and concepts. Course builds on the boxing skill-sets developed in the level one course and continues into trapping, grappling and other techniques such as arm bars and submissions. It is recommended that the student successfully complete the level 1 course before registering for level 2. Note: some equipment will need to be provided by the student.
Transfers to both UC/CSU

KINE-146 Fitness Flexibility **1.5 Units**
54 hours activity; 54 hours total
This course is designed for students to achieve greater overall flexibility, strengthen, and tone the muscles. This class will focus on abdominal conditioning so the student can receive the benefits of a sturdy low back and optimal posture. Stability balls, stretch bands, and light weights will be used.
Transfers to both UC/CSU

KINE-146B Intermediate Fitness and Flexibility **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-146 with a minimum grade of C.*
This course is designed for students to achieve greater overall flexibility, strength, and muscle tone. Focus on intense abdominal conditioning for greater stability in the lower back and for optimal posture. Stability balls, stretch bands, and light weights will be used.
Transfers to both UC/CSU

KINE-147 Swim for Fitness **1.5 Units**
54 hours activity; 54 hours total
This is a course desgined to improve basic aquatics skills (crawl stroke, back stroke, breast stroke) and provide life long fitness through incresed endurance and knowledge gained about the major components of a workout.
Transfers to both UC/CSU

KINE-148 Walking for Fitness **1.5 Units**
54 hours activity; 54 hours total
Instruction in this course is focused on improving cardiovascular endurance through a safe and effective exercise program of walking.
Transfers to both UC/CSU

KINE-148B Intermediate Walking for Fitness **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-148 with a minimum grade of C.*
This course is designed to develop skills for advanced cardiovascular training using advanced walking and race walking.
Transfers to both UC/CSU

KINE-149 Physical Fitness **1.5 Units**
54 hours activity; 54 hours total
This course focuses on fundamental concepts of physical fitness. Aerobics, strength, flexibility, posture, nutrition and relaxation are discussed and incorporated into the program. A general program will be established with students eventually working into individualized programs.
Transfers to both UC/CSU

KINE-149B Intermediate Physical Fitness **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-149 with a minimum grade of C.*
The purpose of this course is designed to further develop the physical fitness principles of cardiorespiratory endurance, muscular strength and endurance, flexibility, and body composition for the intermediate level student.
Transfers to both UC/CSU

KINE-151 Weight Training **1.5 Units**
54 hours activity; 54 hours total
This course is designed to provide a meaningful understanding of the purpose of weight training, to enable individuals to evaluate their own level of muscular fitness, and to design and engage in personalized training programs using the components of muscular strength, muscular endurance, and joint flexibility that can be beneficial throughout life.
Transfers to both UC/CSU

KINE-151B Intermediate Weight Training **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-151 with a minimum grade of C.*
The purpose of this course is to provide students with an intermediate level of muscular strength and fitness. Students will design and engage in intermediate level programs which apply the components of muscular strength, endurance and joint flexibility.
Transfers to both UC/CSU

KINE-151C Olympic Weight Training **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-151 or KINE-151B with a minimum grade of C.*
This course is designed to provide an understanding of basic lift mechanics and considerations for ensuring proper preparations to perform Olympic lifts.
Transfers to both UC/CSU

KINE-154 Mat Pilates **1.5 Units**
54 hours activity; 54 hours total
Course will introduce students to the basic principles and mat exercise system developed by Joseph H. Pilates. Students will use mat exercises to develop strength, flexibility, balance, coordination and proper alignment. Cross-listed with DANS-154.
Transfers to both UC/CSU

KINE-154B Intermediate Pilates **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Completion of KINE-154 with a minimum grade of C.*
Intermediate course based on the work of Joseph H. Pilates with an emphasis on exercises for improved body alignment, strength and flexibility. This course will include intermediate-level mat work using mats, rings and foam rollers. Students will create a personalized Pilates Mat session. Cross-listed with DANS-154B.
Transfers to both UC/CSU

KINE-160 Adaptive Physical Education **1.5 Units**
54 hours activity; 54 hours total
Prerequisite: *Medical verification form must be completed by a physician.*
Designed to meet the needs of the physically limited student. The course will provide adaptations necessary to achieve muscular strength; cardiorespiratory endurance; and flexibility, each within the parameters of the student's ability.
Transfers to both UC/CSU

KINE-162 Adaptive Aquatics **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Students will be assessed.*
This course is designed to teach the fundamentals of swimming for the disabled student. In addition to skill acquisition, students will develop cardiovascular endurance, strength, balance and flexibility using aquatic techniques.
Transfers to both UC/CSU

KINE-169 Corrective Physical Education for TA's **1.5 Units**
54 hours activity; 54 hours total
Recommended Preparation: *Approval of Instructor.*
This course is designed to train assistants in the field of corrective physical education and to provide these students with actual experience in working with a wide variety of handicaps and abilities. The student will gain an understanding of the physical, mental, and social effects of physical education on the exceptional individual. The course will provide experience and training for students interested in pursuing a career in Physical Education, Corrective Therapy and Rehabilitative Physical Education. Open entry/open exit.
Transfers to CSU only

KINE-171 Care & Prevention of Athletic Injuries **3 Units**
54 hours lecture; 54 hours total
An introduction to the concepts of athletic training: care and management of sports injuries; rehabilitation of injuries through selection and use of equipment and proper training, and taping techniques.
Transfers to both UC/CSU

KINE-172 Rugby **1.5 Units**
54 hours activity; 54 hours total
This course is designed to introduce students to the sport of rugby. Basic skills needed for competitive and recreational play will be developed.
Transfers to both UC/CSU

KINE-174 Skills and Conditioning for Team Sports **1-3 Units**
58-175 hours lab; 58-175 hours total
This course focuses on techniques and analysis of sport and conditioning used in preparing an student to compete at an advanced level. The course is available to all students.
Transfers to both UC/CSU

KINE-176 Team Sports **1-1.5 Units**
36-54 hours activity; 36-54 hours total
This course is an introduction to the basic movements and skills necessary for participation in an athletic event. Instruction also identifies rules, team concepts, scoring, etiquette, safety, and conditioning for competitive situations. This course is designed for the beginning student who has never played varsity basketball and/or enrolled in a college team sport class. This course is open to all students.
Transfers to both UC/CSU

KINE-176B Intermediate Team Sports **1-1.5 Units**
36-54 hours activity; 36-54 hours total
This course is a continuation in the development of the movements and skills necessary for participation in a team oriented athletic event. Instruction also identifies rules, team concepts, scoring, etiquette, safety, and conditioning for competitive situations. The course is designed for intermediate players who have experience playing the specified sport either on a high school team or in a college class. This course is open to all students.
Transfers to both UC/CSU

KINE-178 Pre-Season Conditioning **1-3 Units**
58-175 hours lab; 58-175 hours total
This course prepares students for a competitive season. It is a solid conditioning program that will prepare the student both mentally and physically through training and competition, decreasing injury potential. This class is a requirement for athletes who participate in the "non-traditional season." This class is available to all students. Repeatable for credit three times.
Transfers to both UC/CSU

KINE-190 Introduction to Personal Training **3 Units**
54 hours lecture; 54 hours total
This course provides students with information regarding exercise, stretching, nutrition and business practices of personal trainers. Course prepares students to take the national exam to become certified personal trainers.
Transfers to CSU only

KINE-199 Independent Study in Physical Education **1-3 Units**
54-162 hours lab; 54-162 hours total
Prerequisite: *Consent of a full-time faculty member or the Division Chair.*
Independent study course for students interested in specialized reading, research, or projects that deal with an acceptable topic in physical education.
Transfers to CSU only

KINE-200 Coaching & Athletic Administration **3 Units**
54 hours lecture; 54 hours total
Instruction in the theories and techniques of coaching sport and the variables which contribute to team performance and success. Course will focus on coaching philosophy, psychology, pedagogy and sport management.
Transfers to CSU only

KINE-201 Introduction to Kinesiology **3 Units**
54 hours lecture; 54 hours total
This course is an introduction to the interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in kinesiology will be discussed along with career opportunities in the areas of teaching, coaching, allied health, and fitness professions.
Transfers to both UC/CSU

KINE-272 Sports Medicine Training Lab **1 Unit**
54 hours lab; 54 hours total
Recommended Preparation: *Completion of KINE-171 with a minimum grade of C.*
This course is designed to provide students with experience through internship hours working directly in the athletic training room. The course also gives students interested in physical therapy, massage therapy and personal fitness training hands-on experience.
Transfers to CSU only

KINE-285 Men's Basketball Team **0.5-3 Units**
29-175 hours lab; 29-175 hours total
This course is designed for the competitive basketball player who will represent Napa Valley College in intercollegiate play. Repeatable for credit three times.
Transfers to both UC/CSU

KINE-286 Women's Basketball Team **0.5-3 Units**
29-175 hours lab; 29-175 hours total
A course designed for the competitive basketball player who will represent Napa Valley College in intercollegiate play. Repeatable 3 times for credit.
Transfers to both UC/CSU

KINE-287 Baseball Team **3 Units**
175 hours lab; 175 hours total
This is a course designed for the competitive baseball player who will represent Napa Valley College in intercollegiate baseball games. Repeatable for credit three times.
Transfers to both UC/CSU

KINE-290 Golf Team **3 Units**
175 hours lab; 175 hours total
This is a course designed for the competitive golfer who will represent Napa Valley College in intercollegiate play. Repeatable for credit three times.
Transfers to both UC/CSU

KINE-291 Soccer Team **3 Units**
175 hours lab; 175 hours total
This is a course designed for the competitive soccer player who will represent Napa Valley College in intercollegiate play. Repeatable for credit three times.
Transfers to both UC/CSU

KINE-292 Softball Team **3 Units**
175 hours lab; 175 hours total
This is a course designed for the competitive softball player who will represent Napa Valley College in intercollegiate play. Repeatable for credit three times.
Transfers to both UC/CSU

KINE-297 Women's Volleyball Team **3 Units**
175 hours lab; 175 hours total
This is a course designed for the competitive volleyball player who will represent Napa Valley College in intercollegiate matches. Repeatable three times for credit.
Transfers to both UC/CSU

Learning Skills (LRNS)

LRNS-60 Study and Test-Taking Techniques **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Minimum of Category 2 score on English placement test, or assessment by the instructor.*
Students will learn skills necessary for success in college such as: reading textbooks; taking lecture notes; studying; taking tests; managing time; becoming familiar with the college resources; and reducing test anxiety. Grading for this class is Pass/No Pass Credit. This class is recommended for students with at least a score in Category 2 in reading.
Not transferable

Lesbian, Gay, Bisexual and Transgender Studies (LGBT)

LGBT-120 Introduction to Lgbt Studies in the Family, Education and Community **3 Units**
54 hours lecture; 54 hours total
This introductory course examines a wide range of issues related to the lesbian, gay, bisexual, and transgender community and how those issues impact family, education and the community.
Transfers to both UC/CSU

LGBT-121 LGBT Communities, Family & Education in the 21st Century **3 Units**
54 hours lecture; 54 hours total
This course examines the Lesbian, Gay, Bisexual and Transgender community in the 21st century including issues, events, and activism impacting LGBT families and education.
Transfers to both UC/CSU

LGBT-122 Transgender Identities and Issues **3 Units**
54 hours lecture; 54 hours total
This course introduces students to the transgender community including various gender identities and issues. This course prepares students for a variety of social and human services careers including education.
Transfers to CSU only

LGBT-123 AIDS in the LGBT Community and Beyond **3 Units**
54 hours lecture; 54 hours total
This course examines the AIDS epidemic from its discovery to modern day. It includes a survey of the epidemic's impact on the community, family, education and the workforce.
Transfers to CSU only

LGBT-190 LGBT Internship **3 Units**
18 hours lecture; 120-150 hours lab; 138-150 hours total
A service-learning course designed for LGBT program students to work as an intern with an LGBT specific serving organization. Students are evaluated by organization and college staff. Course requires 120 hours of volunteer work or 150 hours of paid work.
Transfers to CSU only

Library Research (LIBR)

LIBR-100 Becoming a Skilled Researcher **1 Unit**
18 hours lecture; 18 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
An introductory course to college-level research. Students will explore the interconnected core concepts of information, research and scholarship and will apply research skills for effective use of traditional and electronic library resources. Instruction includes print and non-print information sources such as reference books, scholarly material, online subscription databases and the Internet. Students will visit a library to complete hands-on exercises.
Transfers to both UC/CSU

Machine Tool Technology (MACH)

MACH-100 Machine Shop Practice **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
This is a basic course in machine tool technology that satisfies the degree requirement for welding and DDGT. This course develops skills in the use of precision measuring instruments and provides students with an overview of the operations of the lathe, drill press, vertical milling machine, horizontal milling machine and surface grinder.
Transfers to CSU only

MACH-110 Machine Technology 1 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
This is a beginning course in the machine tool technology degree program. This course develops skills in the use of precision measuring instruments and the operation of the engine lathe, drill press, vertical milling machine, horizontal milling machine, and surface grinder.
Transfers to CSU only

MACH-111 Machine Technology 2 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Prerequisite: *Completion of MACH-110 with a minimum grade of C.*
An intermediate course in the Machine Tool Technology degree program. Emphasis is placed on accuracy and efficiency of producing machined parts on conventional machine tools. Advanced lathe operations, including various thread forms, are a focus of the course.
Transfers to CSU only

MACH-210 Machine Technology 3 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Prerequisite: *Completion of MACH-111 with a minimum grade of C.*
An advanced course in the machine tool technology degree program. This course emphasizes skills in the operation of horizontal and vertical milling machines. Advanced milling operations include gear cutting, gear calculations, and the use of rotary tables, index heads and dividing heads and multiple-lead threading.
Transfers to CSU only

MACH-211 Machine Technology 4 **7 Units**
72 hours lecture; 180 hours lab; 252 hours total
Prerequisite: *Completion of MACH-210 or equivalent with a minimum grade of C.*
Recommended Preparation: *Completion of TECH-107 with a minimum grade of C.*
An advanced course in the Machine Tool Technology degree program. This course emphasizes advanced skills in the operation and programming of CNC (computer numerical controlled) machines, utilizing skills developed in Machine Technology 1, 2, and 3. This course further develops skills in the use of precision measuring instruments, the reading of prints and engineering drawings, and provides students with an intermediate overview of the programming and operation of CNC vertical machining centers and CNC turning centers along with hands-on operation of hand tools, grinders, engine lathes and vertical milling machines.
Transfers to CSU only

Mathematics (MATH)

MATH-50 Basic Mathematics **1-2 Units**
36-72 hours activity; 36-72 hours total
Designed for the student for whom traditional mathematics instruction has not been successful. Individualized, self-paced instruction in whole numbers. Not open to students who have received a CR or a grade of C or better in other mathematics courses without assessment. Pass/no pass grading; open entry/open exit.
Not transferable

MATH-51 Basic Mathematics **1-2 Units**
36-72 hours activity; 36-72 hours total
Prerequisite: *Completion of MATH-50 with a minimum grade of C.*
Designed for the student for whom traditional mathematics instruction has not been successful. Individualized, self-paced instruction in whole numbers and fractions. Not open to students who have received a CR or a grade of C or better in other mathematics courses without assessment. Pass/no pass grading; open entry/open exit.
Not transferable

MATH-52 Basic Mathematics **1-2 Units**
36-72 hours activity; 36-72 hours total
Prerequisite: *Completion of MATH-51 with a passing grade.*
Designed for the student for whom traditional mathematics instruction has not been successful. Individualized, self-paced instruction in whole numbers, fractions and decimals. Not open to students who have received a CR or a grade of C or better in other mathematics courses without assessment. Pass/no pass grading; open entry/open exit.
Not transferable

MATH-53 Basic Mathematics **1-2 Units**
36-72 hours activity; 36-72 hours total
Prerequisite: *Completion of MATH-52 with a passing grade.*
Designed for the student for whom traditional mathematics instruction has not been successful. Individualized, self-paced instruction in whole numbers, fractions, decimals, ratio and proportion and percents. Not open to students who have received a CR or a grade of C or better in other mathematics courses without assessment. Pass/no pass grading; open entry/open exit.
Not transferable

MATH-54 Basic Mathematics **1-2 Units**
36-72 hours activity; 36-72 hours total
Prerequisite: *Completion of MATH-53 with a passing grade.*
Designed for the student for whom traditional mathematics instruction has not been successful. Individualized, self-paced instruction in whole numbers, fractions, decimals, ratio and proportion, percents, and pre-algebra. Not open to students who have received a CR or a grade of C or better in other mathematics courses without assessment. Pass/no pass grading; open entry/open exit.
Not transferable

MATH-55 Pre Algebra **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Math 55 assumes that the student is comfortable with basic arithmetic operations with whole numbers.*
A course which provides students with the prerequisite skills necessary for success in Beginning Algebra (MATH 90). Students will solve practical problems from daily life, learn how to use their calculator, and prepare for a transition to algebra.
Not transferable

MATH-83 Support for Statistics **2 Units**
18 hours lecture; 36 hours activity; 54 hours total
Corequisites: *Concurrent enrollment in MATH-232.*
Recommended Preparation: *Math-83 is open entry, but requires the student be proficient at basic arithmetic operations on signed numbers using both integers and decimals and have a fundamental understanding of fractions as well as solving and graphing linear equations. Students who do not feel proficient at these skills should consider taking Math 93, Applied Algebra for Statistics.*
Math 83 is open only to students who concurrently enroll in Math 232, Statistics. Students will review and apply concepts from arithmetic, algebra and geometry to the understanding of college level statistics. Concepts will be covered using a just-in-time approach for understanding of the corresponding statistics concepts as they are presented in Math 232. This course is not appropriate for math, science, computer science, business, or engineering majors.
Not transferable

MATH-85 Elementary Algebra **4 Units**
54 hours lecture; 36 hours activity; 90 hours total
This course is a review of basic mathematics, operations on real numbers, and algebraic expressions. It includes traditional arithmetic, pre-algebra and an introduction to algebra for students needing to develop or improve basic computational and quantitative reasoning skills. This course is recommended for students who wish to study business, science, technology, engineering or mathematics and need to learn foundational topics.
Not transferable

MATH-86 Support for College Algebra **2.5 Units**
36 hours lecture; 18 hours activity; 54 hours total
Prerequisite: *Completion of MATH-85 with a minimum grade of C or appropriate placement.*
Corequisites: *Concurrent enrollment in MATH-106.*
Recommended Preparation: *Math-86 is open entry, and will provide students with the algebra needed to succeed in Math-106, College Algebra. Students who would like more time to build their algebra foundation than this concurrent course will provide, should consider taking Math-95. In addition, Math-86, requires that students have a fundamental understanding of topics from beginning Algebra such as operations on fractions and solving equations. Students without this understanding should consider taking Math-85.*
Math 86, Support for College Algebra, is open only to students concurrently enrolled in Math 106, College Algebra. Concepts will be covered using a just-in-time approach for understanding of the corresponding concepts as they are presented in Math 106. This course is designed to offer support for students who lack the strong algebra background to succeed in Math 106.
Not transferable

MATH-90 Beginning Algebra **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of MATH-55 with a minimum grade of C or appropriate placement.*
MATH 90 is the first course in the MATH 90-94 algebra sequence. It is a prerequisite for MATH 94 or MATH 98 and is equivalent to both MATH 96 and MATH 97. Content includes order of operations, linear equations, inequalities, graphing, polynomials, factoring, rational expressions and applications.
Not transferable

MATH-91 Applied Math for Health Professionals **3 Units**
54 hours lecture; 54 hours total
This class is for students in the health professions who need review of math concepts such as ratios, fractions and measurements of the metric system. The topics covered specifically apply to health occupations.
Not transferable

MATH-92 Accelerated Pre- and Beginning Algebra **7 Units**
126 hours lecture; 126 hours total
Recommended Preparation: *Students should be competent with basic arithmetic operations on whole numbers (addition subtraction, multiplication and division). They should also have some experience with negative numbers and fractions.*
This course is designed to provide an accelerated option for students combining pre-algebra and beginning algebra into one semester. Course topics include arithmetic operations, order of operations, linear equations, inequalities, graphing, polynomials, factoring, rational expression and applications. Students will use real numbers, including fractions and decimals. Upon successful completion, students will be prepared to succeed in Intermediate Algebra (MATH 94).
Not transferable

MATH-93 Applied Algebra for Statistics **3 Units**
36 hours lecture; 36 hours activity; 72 hours total
Recommended Preparation: *It is expected that students have a fundamental understanding of signed numbers, including decimals and fractions.*
Math 93 provides students with the algebraic skills necessary for success in Statistics (Math 232). Students will learn to use core concepts from arithmetic, prealgebra, elementary and intermediate algebra, with emphasis on solving and graphing linear equations; modeling with linear functions; solving contextualized problems; and dimensional analysis. This course is not intended for math, science, computer science, business, or engineering majors.
Not transferable

MATH-94 Intermediate Algebra **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of MATH-90 or MATH-92 or MATH-97 with a minimum grade of C or qualification through the placement process.*
MATH 94 is the second course in the MATH 90-94 sequence. It is a prerequisite for MATH 106, MATH 232 and MATH 235 and is equivalent to both MATH 98 and MATH 99. Content includes introduction to functions, systems of equations, absolute value equations and inequalities, complex numbers, simplifying radicals, graphing quadratic and exponential functions, solving equations involving radicals, quadratics, exponentials, or logarithms, and applications.
Not transferable

MATH-95 Foundations of Algebra for Math Intensive Fields **5 Units**
72 hours lecture; 36 hours activity; 108 hours total
Prerequisite: *Completion of MATH-85 with a minimum grade of C or appropriate placement.*
Recommended Preparation: *Math-95 is open entry, but requires that students have a fundamental knowledge of mathematics topics such as operations on fractions, solving basic equations and graphing. Students who need to develop those skills should consider taking Math-85.*
This course consists of elements of beginning and intermediate algebra as appropriate for long-term engagement in math-intensive fields. Topics include polynomial, rational, radical, exponential, and logarithmic expressions, equations, functions, and graphs; polynomial, rational, and radical inequalities; systems of equations; and algebra of functions. This course is recommended for students who wish to study business, science, technology, engineering or mathematics.
Not transferable

MATH-96 Beginning Algebra, Part A **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-55 with a minimum grade of C or appropriate placement.*
Math 96 is the first course in the Math 96-99 algebra sequence. It is a prerequisite for Math 97 and together with Math 97 is equivalent to Math 90. Content includes order of operations, linear equations, inequalities, graphing, polynomials and applications.
Not transferable

MATH-97 Beginning Algebra, Part B **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-96 with a minimum grade of C.*
Math 97 is the second course in the Math 96-99 algebra sequence. It is a prerequisite for Math 98 or Math 94 and together with Math 96 is equivalent to Math 90. Content includes polynomials, factoring, rational expressions and applications.
Not transferable

MATH-98 Intermediate Algebra, Part A **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-97 or equivalent with a minimum grade of C, or qualification through the assessment process.*
Math 98 is the third course in the Math 96-99 algebra sequence. It is a prerequisite for Math 99 and together with Math 99 is equivalent to Math 94. Content includes functions, systems of linear equations, compound inequalities and radicals.
Not transferable

MATH-99 Intermediate Algebra, Part B **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-98 or equivalent with a minimum grade of C.*
Math 99 is the fourth course in the Math 96-99 algebra sequence. It is a prerequisite for Math 106, Math 232 and Math 235 and together with Math 98 is equivalent to Math 94. Content includes complex numbers, quadratics, exponentials, logarithms, conic sections, series and applications.
Not transferable

MATH-106 College Algebra **4 Units**
54 hours lecture; 36 hours activity; 90 hours total
Prerequisite: *Completion of MATH-95 with a minimum grade of C or appropriate placement.*
This course provides a strong algebraic foundation for the study of Calculus. From numerical, graphing, and analytical views, the course studies functions, including: polynomial, rational, exponential and logarithmic. Series, sequences and conic sections are also included. A graphing calculator is required.
Transfers to both UC/CSU

MATH-108 Trigonometry **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-106 with a minimum grade of C.*
The course provides a strong trigonometric foundation for the study of Calculus. Included are trigonometric functions, their inverses and their graphs, identities and proofs related to trigonometric expressions, trigonometric equations, solving right triangles, solving triangles using the Law of Cosines and the Law of Sines, polar coordinates, and an introduction to vectors. A graphing calculator is required.
Transfers to CSU only

MATH-115 Applied Calculus **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of MATH-106 or equivalent with a minimum grade of C.*
Presents a study of the techniques of calculus with emphasis on applications to business, life sciences and social sciences. Topics include modeling, applications of derivatives and integrals for polynomial, rational, exponential and logarithmic functions. Graphing calculator is required.
Transfers to both UC/CSU

MATH-120 Calculus I **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of MATH-106 and MATH-108 with a minimum grade of C.*
Math 120 is the first semester of a three course sequence in differential and integral calculus. Topics include functions, limits and continuity, techniques and applications of differentiation and integration, and the Fundamental Theorem of Calculus. Primarily for students majoring in mathematics, engineering or sciences. A Graphing Calculator is required.
Transfers to both UC/CSU

MATH-121 Calculus II **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of MATH-120 with a minimum grade of C.*
The second semester of a three-course sequence in differential and integral calculus. Topics include integration, techniques of integration, infinite sequences and series, polar and parametric equations, and applications of integration. Primarily for majors of mathematics, engineering, and sciences. Graphing calculator is required.
Transfers to both UC/CSU

MATH-130 Mathematical Concepts for Elementary School Teachers-Number Systems **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-94 or equivalent with a minimum grade of C.*
This course emphasizes problem solving techniques and mathematical structure associated with numeration, set theory, elementary number theory, the real number system, ratio, proportion and patterns. Designed for prospective elementary teachers, this course includes activity-based explorations implementing the common core state curriculum standards.
Transfers to both UC/CSU

MATH-220 Linear Algebra **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-121 or equivalent with a minimum grade of C.*
This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Properties of vectors are investigated in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included. Graphing calculator is required.
Transfers to both UC/CSU

MATH-221 Multivariable Calculus **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of MATH-121 with a minimum grade of C.*
The third semester of a three course sequence in differential and integral calculus. Topics include vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stokes' Theorem, and divergence theorem. Primarily for majors of mathematics, engineering, and science. A Graphing Calculator is required.
Transfers to both UC/CSU

MATH-222 Differential Equations **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-221 with a minimum grade of C.*
The course is an introduction to ordinary differential equations. Such equations are solved by both quantitative and qualitative methods while applications from a variety of disciplines are examined. The course introduces theoretical aspects of differential equations, including establishing criteria for existence of solutions, and techniques for obtaining solutions including, but not limited to, series representation, singular points, Laplace transforms and matrices.
Transfers to both UC/CSU

MATH-232 Statistics **3 Units**
36 hours lecture; 36 hours activity; 72 hours total
Prerequisite: *Completion of MATH-93 with a minimum grade of C or appropriate placement.*
The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines such as business, social sciences, psychology, life science, health science, and education.
Transfers to both UC/CSU

MATH-235 Finite Mathematics **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of MATH-94 or MATH-99 with a minimum grade of C.*
This course covers linear functions, systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. Applications from business, economics and social sciences are included in this class.
Transfers to both UC/CSU

Music (MUSI)

MUSI-110 Fundamentals of Music **3 Units**
54 hours lecture; 54 hours total
This course is an introduction to the notation and primary elements of tonal music, which incorporates the following concepts: staff notation in treble and bass clefs, rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; and diatonic chords. Development of skills in handwritten notation is excepted. Suitable for music majors (as a pre-requisite for further music theory study) and non-majors, as general education requirement.
Transfers to both UC/CSU

MUSI-112 Survey & Appreciation of Music **3 Units**
54 hours lecture; 54 hours total
This course covers and provides the foundations, vocabulary and skills necessary for actively listening to and appraising music performances; with particular emphasis given to musical styles and music history. Also covered in the course are the origins of musical language with explorations into musical practices, composers and repertoire of the Middle Ages, Renaissance, Baroque, Classical, Romantic, 20th Century and Contemporary styles. Recommended for all music majors.
Transfers to both UC/CSU

MUSI-114 Survey & History of Jazz **3 Units**
54 hours lecture; 54 hours total
A history of jazz that offers the student an analysis and interpretation of jazz, both historical and musical. Incorporates research from the fields of sociology, cultural anthropology, and American history, as well as from music history. Letter grade only.
Transfers to both UC/CSU

MUSI-116 Applied Music: Strings, Winds, Brass, Percussion, Piano, Voice 0.5-1 Units

9-18 hours lecture; 9-18 hours total

Recommended Corequisite: *Concurrent enrollment in an ensemble to align with selected major instrument/voice: 1) Music 160--College Chorale(vocal emphasis) 2) Music 176--Repertory Orchestra (instrumental emphasis) 3) Music 179--Repertory Wind Ensemble (instrumental emphasis) 4) Music 181--Jazz Ensemble (instrumental emphasis).*

Recommended Preparation: *Completion of MUSI-130, MUSI-135 and MUSI-140 with a minimum grade of C.*

Limitation on Enrollment: *By Audition.*

Individualized study of the appropriate techniques and repertoire for the specific instrument or voice. The emphasis is on the progressive development of skills needed for solo performance. Achievement is evaluated through a juried performance.

Transfers to both UC/CSU

MUSI-120A Musicianship I 1 Unit

9 hours lecture; 27 hours lab; 36 hours total

Recommended Preparation: *Completion of MUSI-110 with a minimum grade of C.*

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory I through ear training, sight singing, analysis and dictation.

Transfers to both UC/CSU

MUSI-120B Musicianship II 1 Unit

9 hours lecture; 27 hours lab; 36 hours total

Recommended Preparation: *Completion of MUSI-121 and MUSI-120A with a minimum grade of C.*

This course applies and develops the rhythmic, melodic, and harmonic materials of Music Theory II through ear training, sight singing, analysis and dictation.

Transfers to both UC/CSU

MUSI-120C Musicianship III 1 Unit

9 hours lecture; 27 hours lab; 36 hours total

Recommended Preparation: *Completion of MUSI-122 and MUSI-120B with a minimum grade of C.*

Applies and develops the rhythmic, melodic, and harmonic materials of Music Theory III through ear training, sight singing, analysis and dictation.

Transfers to both UC/CSU

MUSI-120D Musicianship IV 1 Unit

9 hours lecture; 27 hours lab; 36 hours total

Recommended Preparation: *Completion of MUSI-221 and MUSI-120C with a minimum grade of C.*

Applies and develops the rhythmic, melodic and harmonic materials of Music Theory IV through ear training, sight singing, analysis and dictation.

Transfers to both UC/CSU

MUSI-121 Music Theory I 3 Units

54 hours lecture; 54 hours total

Recommended Preparation: *Completion of MUSI-110 with a minimum grade of C.*

This course, through guided composition and analysis, incorporates the following concepts: rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; diatonic chords, basic cadential formulas and phrase structure; dominant seventh; figured bass symbols; and non-harmonic tones. Development of skills in handwritten notation is expected. Required for music majors and minors.

Transfers to both UC/CSU

MUSI-122 Music Theory II 3 Units

54 hours lecture; 54 hours total

Prerequisite: *Completion of MUSI-121 with a minimum grade of C.*

This course incorporates the concepts from Music Theory I. In addition, through guided composition and analysis, the course will include: an introduction to two-part counterpoint; voice leading involving four-part chorale writing; diatonic harmony; and introduction to secondary/applied chords and modulation.

Transfers to both UC/CSU

MUSI-123 Introduction to Music Technology 3 Units

36 hours lecture; 54 hours lab; 90 hours total

This course examines the terminology, equipment, techniques and concepts related to music technology. The course will survey the principles and practices of sound, MIDI (Musical Instrument Digital Interface), synthesis, notation, and audio recording utilizing hardware and software platforms.

Transfers to CSU only

MUSI-124 Electronic Music 2 Units

18 hours lecture; 54 hours lab; 72 hours total

Recommended Preparation: *Completion of MUSI-110 with a minimum grade of C.*

The course is a study of techniques and elements of electronic music production. Topics include synthesis, sampling, and MIDI (Musical Instrument Digital Interface) sequencing. Compositions are expected of students utilizing electronic music techniques.

Transfers to CSU only

MUSI-128 Audition Techniques for Musical Theater 3 Units

54 hours lecture; 54 hours total

This course will help students develop multi-faceted singing and acting techniques, prepare songs and monologues for a variety of audition circumstances, select appropriate material, and ascertain a comprehensive understanding of audition protocol.

Transfers to CSU only

MUSI-130 Voice I 2 Units

36 hours lecture; 36 hours total

This course teaches the basic techniques of singing including musicianship, body alignment, breath management and freedom of phonation in vocal performance while introducing a variety of musical and cultural repertoire and styles. Intended for students wishing to improve their vocal skills while expanding their knowledge of repertoire and performance styles of singing.

Transfers to both UC/CSU

MUSI-132 Voice II 2 Units

36 hours lecture; 36 hours total

Recommended Preparation: *Completion of MUSI-130 with a minimum grade of C.*

This course applies the techniques from Voice I with a focus on improving solo vocal performance through the development of resonance, articulation, and communication. Students develop practice techniques and collaboratively rehearse and perform with a pianist. The class is presented in a lecture/seminar environment.

Transfers to both UC/CSU

MUSI-133 Musical Theater Voice I 2 Units

36 hours lecture; 36 hours total

Musical Theater Voice I teaches the basics of musical theater vocal technique, musicianship, repertoire and style of presentation. It focuses on individual development in a group learning environment.

Transfers to both UC/CSU

MUSI-135 Class Piano I **2 Units**
36 hours lecture; 36 hours total
This course is designed to teach basic piano skills to the student with no piano experience. It includes the fundamentals of music reading/ notation, keyboard knowledge, piano techniques and musicianship, using a variety of styles and repertoire. Designed for music majors requiring piano proficiency while also providing non-majors an opportunity to study piano.
Transfers to both UC/CSU

MUSI-138 Class Piano II **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-135 with a minimum grade of C.*
This course develops keyboard musicianship through the study of major and minor scales, arpeggios, and performance of beginning to intermediate-level piano repertoire. Designed for music majors requiring piano proficiency while also providing minors and non-majors an opportunity to study piano.
Transfers to both UC/CSU

MUSI-140 Guitar I **2 Units**
36 hours lecture; 36 hours total
This course teaches basic guitar technique, musicianship, chord and melody playing and accompaniments. Students will learn the first two positions of the guitar as well as practice techniques and rehearsal/ concert etiquette.
Transfers to both UC/CSU

MUSI-142 Guitar II **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-140 with a minimum grade of C.*
This course expands on the concepts and skills from Guitar I including technique, musicianship, chord and melody playing, accompaniments, additional fretboard positions and introduction to basic counterpoint. Practice, rehearsal and performance techniques are refined.
Transfers to both UC/CSU

MUSI-143 Musical Theater Voice II **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-133 with a minimum grade of C.*
This course applies the techniques from Music Theater Voice I and focuses on expanding the resonating capabilities of the voice and expanding the vocal range. Music Theater songs concentrate on solo repertoire from productions up to 1950. The course is presented in a lecture/seminar environment.
Transfers to both UC/CSU

MUSI-152 Guitar Ensemble **1 Unit**
9 hours lecture; 27 hours lab; 36 hours total
Recommended Preparation: *Completion of MUSI-142 with a minimum grade of C.*
Limitation on Enrollment: *By Audition.*
This course is for the study, rehearsal, and public performance of guitar repertoire with emphasis on the development of skills needed to perform within a guitar ensemble. Different repertoire will be studied each semester.
Transfers to both UC/CSU

MUSI-160 College Chorale **1 Unit**
54 hours lab; 54 hours total
Limitation on Enrollment: *By Audition.*
A choral group, composed of male and female voices, studies, rehearses, and performs music from the traditional choral repertoire dating from medieval through contemporary musical periods. The course emphasis is on the development of skills needed to perform within an ensemble, with different repertoire to be studied each semester.
Transfers to both UC/CSU

MUSI-161 Vocal Ensemble, Prima voce **1 Unit**
9 hours lecture; 27 hours lab; 36 hours total
Limitation on Enrollment: *By Audition.*
A small vocal ensemble, called Prima voce, that rehearses and performs musical works from the traditional choral literature dating from medieval through contemporary periods. Concerts are performed regularly throughout the area as well as on occasional outside trips.
Transfers to both UC/CSU

MUSI-164 Ensemble Movement **0.5-2 Units**
27-108 hours lab; 27-108 hours total
Limitation on Enrollment: *By Audition.*
Ensemble Movement is designed to add essential synchronized movement and dance to choral and musical theater performances.
Transfers to both UC/CSU

MUSI-166 Women's Chorale **1 Unit**
9 hours lecture; 27 hours lab; 36 hours total
Limitation on Enrollment: *By Audition.*
A choral group that studies, rehearses, and performs music from the traditional women's choral repertoire dating from medieval to contemporary musical periods. Concerts are performed on campus and throughout the area, as well as on occasional outside trips.
Transfers to both UC/CSU

MUSI-169 Men's Chorale **1 Unit**
9 hours lecture; 27 hours lab; 36 hours total
A choral group that studies, rehearses, and performs music from the men's choral repertoire dating from medieval through contemporary musical periods and styles. Concerts are performed on campus, as well as on occasional off-campus venues.
Transfers to both UC/CSU

MUSI-170 Musical Theater Performance **0.5-3 Units**
27-162 hours lab; 27-162 hours total
Limitation on Enrollment: *By Audition*
Musical Theater Performance is designed for the performance of musicals, to be presented before the campus and community with full production and dance support. The course is appropriate for all music and musical theater majors.
Transfers to both UC/CSU

MUSI-172 Musical Revue Performance **0.5-3 Units**
27-162 hours lab; 27-162 hours total
Limitation on Enrollment: *By Audition.*
Musical Revue Performance is designed for the production of musical revues to be presented before the campus and community with full production and dance support.
Transfers to both UC/CSU

MUSI-173 Musical Theater Performance: Young Audiences 0.5-3 Units
27-162 hours lab; 27-162 hours total
Limitation on Enrollment: *By Audition.*
Musical Theater Performance: Young Audiences is designed for the rehearsal and performances of musicals for young audiences to be presented before the campus and community with full production support.
Transfers to both UC/CSU

MUSI-176 Repertory Orchestra 1 Unit
54 hours lab; 54 hours total
Limitation on Enrollment: *By Audition.*
This course is for the study, rehearsal, and public performance of orchestral repertoire from the Baroque through the contemporary periods, with an emphasis on the development of skills needed to perform within an orchestra. Different repertoire will be studied each semester. Choice of ensemble is based on each student's identified major instrument. The course is repeatable for credit.
Transfers to both UC/CSU

MUSI-179 Repertory Wind Ensemble 1 Unit
54 hours lab; 54 hours total
Limitation on Enrollment: *By Audition.*
This course is for the study, rehearsal, and public performance of repertoire appropriate for a wind ensemble. The North Bay Wind Ensemble performs great works of wind ensemble and concert band repertoire with an emphasis on the development of wind instrumental skills needed to perform within a wind ensemble. Different repertoire will be studied each semester. Choice of ensemble is based on each student's identified major instrument. The course is repeatable for credit.
Transfers to both UC/CSU

MUSI-181 Jazz Ensemble 1 Unit
54 hours lab; 54 hours total
Limitation on Enrollment: *By Audition.*
This course is focused on the study, rehearsal, and public performance of the jazz ensemble repertoire, with an emphasis on the development of skills needed to perform within a jazz ensemble. Different repertoire will be studied each semester. Choice of ensemble is based on each student's identified major instrument. Assessment of proficiency on traditional jazz instrument: saxophone, trumpet, trombone, piano, bass, guitar, drums is required. The course is repeatable for credit.
Transfers to both UC/CSU

MUSI-183 Musical Theater Performance: Contemporary 0.5-3 Units
27-162 hours lab; 27-162 hours total
Limitation on Enrollment: *By Audition.*
The objective of this course is to focus on musical theater productions from the contemporary genre (1950-present day.)
Transfers to both UC/CSU

MUSI-185 Stage Band 1 Unit
9 hours lecture; 27 hours lab; 36 hours total
Limitation on Enrollment: *By Audition.*
Rehearsal and performance of stage band works of the past 50 years. Proficiency on a traditional stage band instrument required for participation. Public performance required.
Transfers to both UC/CSU

MUSI-196 Music & Movement in Early Childhood 3 Units
54 hours lecture; 54 hours total
Introduction to teaching music and movement to young children. Basic elements such as beat, rhythm, timbre, dynamics, form, and melody will be explored in developmentally appropriate and culturally sensitive ways. Songs, games, finger plays, rhymes, dances, and playing instruments will be presented. Cross-listed with CFS-196.
Transfers to CSU only

MUSI-221 Music Theory III 3 Units
54 hours lecture; 54 hours total
Prerequisite: *Completion of MUSI-122 with a minimum grade of C.*
This course incorporates the concepts from Music Theory II. In addition, through writing and analysis, the course will include: introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; introduction to Neapolitan and augmented-sixth chords.
Transfers to both UC/CSU

MUSI-222 Music Theory IV 3 Units
54 hours lecture; 54 hours total
Prerequisite: *Completion of MUSI-221 with a minimum grade of C.*
This course incorporates the concepts from Music Theory III. In addition, through writing and analysis, the course will include: Post-Romantic techniques such as borrowed chords/modal mixture; chromatic mediants; Neapolitan and augmented-sixth chords; ninths, elevenths and thirteenth chords; altered chords and dominants; and 20th century techniques such as Impressionistic harmony, tone rows, set theory, pandiatonicism and polytonalism, meter and rhythm.
Transfers to both UC/CSU

MUSI-223 Musical Theater Voice III 2 Units
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-143 with a minimum grade of C.*
This course applies the vocal skills from Music Theater Voice II, expanding the repertoire to include the contemporary era and duets. The focus is on the continued development of resonance, projection and intelligible articulation of the text. Class is presented in a lecture/seminar environment.
Transfers to both UC/CSU

MUSI-230 Voice III 2 Units
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-132 with a minimum grade of C.*
This course applies the techniques from Voice II, with continued emphasis on solo performance, range expansion and resonance balance throughout the range. It also continues to develop collaborative rehearsal and performance strategies with the pianist, while using a variety of repertoire and languages. The class is presented in a lecture/seminar environment. Recital performance is suggested for all students.
Transfers to both UC/CSU

MUSI-232 Voice IV 2 Units
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-230 with a minimum grade of C.*
This course applies the techniques from Voice III, focusing on solo vocal performance with emphasis on expanding the range, developing resonance, flexibility and text communication. Repertoire increases in difficulty including use of art song, opera and/or oratorio. Rehearsal/performance collaboration with pianist strengthens with increased independence of the singer. The class is presented in a lecture/seminar environment. Recital performance is required for all students.
Transfers to both UC/CSU

MUSI-235 Class Piano III **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-138 with a minimum grade of C.*
This course develops keyboard musicianship through the study of major and minor scales, arpeggios, diatonic chord progressions, harmonization of melodies, transposition and intermediate-level piano repertoire. Designed for music majors requiring piano proficiency while also providing non-majors an opportunity to study piano.
Transfers to both UC/CSU

MUSI-238 Class Piano IV **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-235 with a minimum grade of C.*
This course continues the systematic development of keyboard musicianship through the study of all diatonic scales, arpeggios, harmony and intermediate-level to advanced repertoire. Designed for music majors requiring piano proficiency while also providing non-majors an opportunity to study piano.
Transfers to both UC/CSU

MUSI-240 Guitar III **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-142 with a minimum grade of C.*
This course expands on the concepts and skills learned in Guitar II. Students develop increased accuracy and speed in performance including counterpoint. Practice, rehearsal and performance techniques continue to be refined.
Transfers to both UC/CSU

MUSI-242 Guitar IV **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-240 with a minimum grade of C.*
The course expands on the concepts and skills learned in Guitar III. Students continue to perform repertoire of increased difficulty including counterpoint. Ensemble playing is stressed throughout, with an emphasis on melodic techniques, including dynamics, articulation and phrasing.
Transfers to both UC/CSU

MUSI-243 Musical Theater Voice IV **2 Units**
36 hours lecture; 36 hours total
Recommended Preparation: *Completion of MUSI-223 with a minimum grade of C.*
Musical Theater Voice IV applies the combined skills from Musical Theater Voice I-III. The course focuses on strengthening vocal technique, resonance, intelligibility of text, and intense character development and communication using solo, duet, and ensemble repertoire from Musical Theater productions. The class is presented in a lecture/seminar environment.
Transfers to both UC/CSU

MUSI-260 Vocal Performance Seminar **1 Unit**
9 hours lecture; 27 hours lab; 36 hours total
Limitation on Enrollment: *By Audition.*
This mixed (SATB) choral group rehearses and performs music from the traditional and contemporary repertoire. The student will study and perform music of increased difficulty in flexible performance situations and locations on-campus and off-campus in North Bay locations.
Transfers to both UC/CSU

MUSI-266 Women's Ensemble **1 Unit**
36 hours activity; 36 hours total
Recommended Preparation: *Completion of MUSI-166 with a minimum grade of C.*
Limitation on Enrollment: *By Audition.*
A small vocal women's ensemble that rehearses and performs musical works from the serious choral literature dating from medieval through contemporary periods, including contemporary popular arrangements, focusing on "a cappella" performance. Concerts are performed regularly throughout the area as well as on occasional outside trips.
Transfers to both UC/CSU

MUSI-280 Instrumental Performance Seminar **1 Unit**
9 hours lecture; 27 hours lab; 36 hours total
Limitation on Enrollment: *By Audition.*
This instrumental group rehearses and performs music from the traditional and contemporary repertoire. The student will prepare and perform music of increasing difficulty in flexible performance situations and varied repertoire.
Transfers to both UC/CSU

Nursing (NURS)

NURS-131 Vocational Nursing 1 **13 Units**
122 hours lecture; 336 hours lab; 458 hours total
Prerequisite: *Completion of HEOC-100 and HEOC-101 with a minimum grade of C, and a Current Certified Nursing Assistant (CNA) certificate from the California Board.*
Corequisites: *Concurrent enrollment in HEOC-172 and PSYC-125.*
Limitation on Enrollment: *1) High School Graduate or equivalent 2) CTEP-English Assessment Testing 3) MDTP Assessment Testing 4) Orientation meeting.*
This is the first course in a series of three semesters designed to prepare the student for eligibility for licensure as a Vocational Nurse in the State of California. Introduces role of Vocational Nurse, fundamental nursing skills, medical terminology, administration of medication including injections, lab values, Preoperative and Postoperative care, Pediatrics I, Maternity I, Gerontological nursing and care of the patient with Peripheral Vascular System Disorder I.
Transfers to CSU only

NURS-132 Vocational Nursing 2 **14.5 Units**
144 hours lecture; 366 hours lab; 510 hours total
Prerequisite: *Completion of NURS-131, PSYC-125 and HEOC-172 with a minimum grade of C.*
This is the second course in a series of three semesters designed to prepare the student for eligibility for licensure as a Vocational Nurse in the State of California. Includes Fluids and Electrolytes I, Nursing Process II, Oncology, Immunology, Nursing Care for Maternal-Newborn II, Peripheral Vascular II, Pediatrics II, Rehabilitative Nursing, Lab Values, Fluids Electrolytes, Musculoskeletal, Gastrointestinal, Endocrine and Mental Health Disorders.
Transfers to CSU only

NURS-151 Nursing Fundamentals **4 Units**
36 hours lecture; 108 hours lab; 144 hours total
Prerequisite: *Completion of BIOL-218, BIOL-219, BIOL-220, ENGL-120, and PSYC-125 with a minimum grade of C.*
Recommended Preparation: *CNA Certification by the California Department of Consumer Affairs is required. Equivalency can be met via appropriate licensure as determined by program director.*
The beginning in a series of courses that sets the framework for understanding and practicing the art and science of nursing which includes the nursing process, critical thinking, patient centered care, legal and ethical standards, professionalism, effective professional communication, teamwork and collaboration, evidence based practice/ informatics, and the reduction of risk potential. Also included is review of basic nursing skills from the nursing prospective initially learned as a CNA, in addition to more advanced nursing skills that will be used in practice throughout the program.
Transfers to CSU only

NURS-152 The Role of the Nurse in Health & Wellness, Chronic Illness and Geriatric Care **7.5 Units**
72 hours lecture; 192 hours lab; 264 hours total
Prerequisite: *Completion of NURS-151 with a minimum grade of C.*
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of SPCOM-124 with a minimum grade of C.*
Using the knowledge gained taking pre-requisite courses and the concepts and skills learned in NURS 151 regarding the role of the nurse and the practice of nursing, the student will also learn to integrate cultural awareness and growth and development concepts to promote health and maintain wellness in all persons, integrate psychosocial and physiologic knowledge to care for those with chronic illness, understand the unique needs of the geriatric population and how to provide them care.
Transfers to CSU only

NURS-153 Maternal/Newborn Nursing Care **4.5 Units**
48 hours lecture; 100 hours lab; 148 hours total
Prerequisite: *Completion of NURS-151 and NURS-152 with a minimum grade of C.*
Using concepts and skills previously introduced, this course is focused on the use of nursing process in caring for the mother, neonate and the child-bearing family, with and without alterations in health. Emphasis is placed on family-centered nursing care and client teaching.
Transfers to CSU only

NURS-154 Mental Health Nursing Care **4.5 Units**
48 hours lecture; 100 hours lab; 148 hours total
Using concepts and skills previously introduced, this course focuses on the use of nursing process in caring for patients, patient centered groups, and communities with actual mental illness and those with potential psychosocial alterations. Emphasis is placed on therapeutic communication and group communication.
Transfers to CSU only

NURS-155 Pediatric Nursing Care **2.5 Units**
24 hours lecture; 64 hours lab; 88 hours total
Using concepts and skills previously introduced, this course focuses on the use of nursing process in the promotion of health and wellness in the pediatric client/ family as well as the pediatric patient with and without alterations in health. Emphasis is placed on health alterations specific to the pediatric client being cared for in the out-patient setting, acute alterations in the out-patient setting, and for chronic alterations. The hospitalized pediatric patient with acute health alterations in pediatrics will be incorporated in the acute medical surgical courses.
Transfers to CSU only

NURS-233 Vocational Nursing 3 **13 Units**
121 hours lecture; 343 hours lab; 464 hours total
Prerequisite: *Completion of NURS-132 with a minimum grade of C.*
This is the third course in a series of three semesters designed to prepare the student for eligibility for licensure as a Vocational Nurse in the State of California. Includes: Fluid and Electrolytes II, Leadership, Rehabilitative and Home Health Nursing; Care of the patient with Cardiovascular, Respiratory, Urinary, Reproductive, Neurological and Dermatological Disorders.
Transfers to CSU only

NURS-251 Community and Acute Medical- Surgical Nursing Care I **12 Units**
108 hours lecture; 324 hours lab; 432 hours total
Using information and skills learned in previous semesters, the focus of this course is on chronic to acute medical surgical conditions of all populations, including multi-system alterations. Integration of new knowledge with pathophysiological and psychosocial skills, evidence based practice, detailed assessment skills and the use of critical thinking for the application to patient care. Time management and leadership skill progression is important to meeting objectives in caring for groups of patients in a variety of settings: homes, clinic, acute care, community groups, skilled nursing facilities, rehabilitation settings.
Transfers to CSU only

NURS-252 Nursing Care of Patients With Acute Illness II **8 Units**
72 hours lecture; 216 hours lab; 288 hours total
Prerequisite: *Completion of NURS-251 with a minimum grade of C.*
Using information and skills learned in previous semesters, the focus of this medical surgical continuation course is on additional acute medical- surgical conditions, inclusive of multi-system alterations, of all populations. Integration of new knowledge with pathophysiologic and psycho-social skills, evidence based practice, detailed assessment skills and the use critical thinking for the application to patient care with the goal of providing safe and timely care for positive patient outcomes. Progressive demonstration of management skills, leadership, provision of patient education, and consistent safe patient care is important to meeting objectives in caring for groups of patients in a variety of settings.
Transfers to CSU only

NURS-253 Nursing Capstone **4 Units**
24 hours lecture; 144 hours lab; 168 hours total
Prerequisite: *Completion of NURS-252 a minimum grade of C.*
During the capstone experience the last six weeks of the Associate Degree Nursing Program, the student will demonstrate collective knowledge, skills and attitudes learned to provide safe, culturally competent, evidence based professional nursing care to people of all ages in the clinical setting. Course content will focus on leadership skills and demonstration of the appropriate role of the novice RN, inclusive of age appropriate nursing care to individuals/ groups.
Transfers to CSU only

Philosophy (PHIL)

PHIL-120 Introduction to Philosophy 1 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
Introduces students to the ideas of major Western philosophers from pre-Socratic times to the end of the 18th Century and develops the students' critical-thinking and problem-solving skills.
Transfers to both UC/CSU

PHIL-121 Introduction to Philosophy 2 **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 or higher with a minimum grade of C.*
Introduces students to the ideas of major Western philosophers from the early 17th Century to the present and develops students' critical thinking and problem-solving skills.
Transfers to both UC/CSU

PHIL-125 Introduction to Ethics **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
A survey of major ethical theories in Western thought with reference to questions of right, good and duty, combined with application of these theories to situations in our personal lives.
Transfers to both UC/CSU

PHIL-126 Contemporary American Ethics **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
The critical examination of personal beliefs related to contemporary American moral issues such as abortion, drugs, capital punishment, euthanasia, privacy, etc. Attention is given to weighing issues, making judgments and understanding diverse positions on any moral issue.
Transfers to both UC/CSU

PHIL-127 Feminist Philosophy **3 Units**
54 hours lecture; 54 hours total
This course introduces students to the major themes in feminist philosophy examined through the lens of the historical development of the tradition and studied from the metaphysical, epistemological, ethical and philosophy-of-the-self areas of philosophical discourse. This course develops the students' critical-thinking and problem-solving skills.
Transfers to both UC/CSU

PHIL-128 Social and Political Philosophy **3 Units**
54 hours lecture; 54 hours total
This course investigates issues central to the question, "How can we best live together?" It addresses the philosophical underpinnings of the theories of justice, freedom, natural law, personal and civic responsibilities, social and political affiliation, cultrual diverstiy vis-a-vis the aforementioned and the constitution of the good society. Students will also develop critical thinking and problem-solving skills.
Transfers to both UC/CSU

PHIL-129 Introduction to Epistemology and Metaphysics **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of PHIL-120 with a minimum grade of C.*
Epistemology (the study of knowledge) and metaphysics (the study of reality) are two important branches in philosophy. Epistemology explores the themes of artificial intelligence versus human intelligence and the relationships between knowledge, beliefs, and evidence. Metaphysics examines our reality and everything in existence, including the acquisition of knowledge and the question of consciousness. This course emphasizes the historical and classical works that provide a foundation for the basic principles of good argumentation and critical analysis.
Transfers to both UC/CSU

PHIL-131 Introduction to Logic and Critical Thinking **3 Units**
54 hours lecture; 54 hours total
Develops skills in the use of deductive and inductive inferences; propositional and sentential logic; logical fallacies; and various syllogistic arguments for evaluating formal and informal arguments. Includes analytical and argumentative reading and writing exercises.
Transfers to both UC/CSU

PHIL-133 World Philosophy **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 or higher with a minimum grade of C.*
Introduces students to the major themes in philosophy such as metaphysics, epistemology ethics, determinism and freedom, and ontology. Major philosophers from every continent of the globe will be presented on each issue. The course develops the students' critical-thinking and problem-solving skills.
Transfers to both UC/CSU

PHIL-134 Philosophy of Religion **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
Introduces the student to major themes such as the existence of God, faith and reason, evil, death, fate, mysticism and the role of logic in religious language. The course develops the students' critical-thinking and problem-solving skills.
Transfers to both UC/CSU

PHIL-137 Comparative Religions **3 Units**
54 hours lecture; 54 hours total
Comparative Religions offers a philosophical survey of the world's major religions, thereby providing a trenchant knowledge of avenues to spiritual growth, multicultural values and critical thinking skills.
Transfers to both UC/CSU

Photography (PHOT)

PHOT-110 Smart Phone Photography **3 Units**
54 hours lecture; 54 hours total
This course explores the utilization of smartphone technology to create fine art photography. Topics covered will include exploring how to see the world through a camera, organize visual spaces and fill these photographs with meaningful content that can communicate personal vision to a broader audience.
Transfers to CSU only

PHOT-120 Introduction to Photography **3 Units**
54 hours lecture; 54 hours total
This non-darkroom, lecture/demonstration course is designed to introduce the student to basic concepts of photography and to improve upon technical skills in the operation of both digital and film cameras. Emphasis is placed on developing an understanding of design, composition, and creative vision. The course will explore the many applications of photography, career possibilities, and it's impact as a major communication force. Not intended for photography majors.
Transfers to both UC/CSU

PHOT-121 Beginning Darkroom Photography **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of PHOT-120 with a minimum grade of C.*
This beginning course in traditional photography methods is designed to teach basic skills in black white printing. This course provides guidance in film processing, use of laboratory equipment and chemicals, traditional darkroom printing and presentation techniques.
Transfers to both UC/CSU

PHOT-122 Intermediate Photography **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of PHOT-121 with a minimum grade of C.*
Lectures, demonstrations and hands-on experimentation providing technical skills necessary for refining camera operations, exposure, film development, printing and presentation. Class emphasis will be on developing image content via a small body of work. A brief survey of the history of photography will be integrated with discussions and illustrations of contemporary practice and criticism.
Transfers to both UC/CSU

PHOT-123 Advanced Darkroom Photography **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of PHOT-122 with a minimum grade of C.*
This course is an exploration of special processing and fine printing techniques. Topics include techniques associated with the Zone System and Alternative Processes. Appreciation of contributions by photographers of diverse backgrounds.
Transfers to CSU only

PHOT-150 Beginning Digital Photography **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of PHOT-120 with a minimum grade of C.*
Explore the digital darkroom. This course is an introduction to digital imaging processes. Acquire tools for expressive communication, using Adobe Photoshop for image editing and printing. Develop skills in a variety of outputs for both fine art and commercial applications. Survey photography's role in society and culture, including the evolution of various photographic genre and the contributions to the development of digital photography by people of diverse ethnic and cultural backgrounds.
Transfers to both UC/CSU

PHOT-151 Intermediate Digital Photography **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of PHOT-150 with a minimum grade of C.*
A further exploration of digital photography and digital imaging processes, involving a deeper understanding of the technical and aesthetic issues of digitally created images. This course emphasizes personal creative expression in relation to artistic practice. Additional study of photography's role in society and culture, including the evolution of various photographic genre and the contributions to the development of digital photography by people of diverse ethnic and cultural backgrounds. Formal critique of images. Exploration of collaborative strategies involving Quicktime VR and alternative presentation of images.
Transfers to CSU only

PHOT-152 Advanced Digital Photography **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of PHOT-151 with a minimum grade of C.*
PHOT 152 continues to refine and extend the skills of photographic seeing by exploring the role of the computer in personal studio practice as well as in contemporary culture.
Transfers to both UC/CSU

PHOT-170 Multimedia for Photographers **2 Units**
72 hours activity; 72 hours total
Recommended Preparation: *Completion of PHOT-150 with a minimum grade of C.*
This course is an introduction to the creative concepts and technical elements of acquiring video, audio, and still images to create documentary style multimedia content.
Transfers to both UC/CSU

PHOT-172 Night Photography **2 Units**
72 hours activity; 72 hours total
This course will explore creating images illuminated by artificial light sources as well as the light of the full moon. Emphasis will be on evaluating existing lighting situations to create images that result in a finished portfolio of nocturnal work. Locations may include Fort Mason, the Presidio and the Marin Headlands.
Transfers to both UC/CSU

PHOT-180 History of Photography **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-120 with a minimum grade of C.*
This course traces the history of photography from its beginnings to digital imaging. Emphasis will be on photography as a social force and an artistic practice. Required for photography majors. Cross-listed with ARTH-180.
Transfers to both UC/CSU

PHOT-181 Contemporary Issues in Photography **3 Units**
54 hours lecture; 54 hours total
This course will focus on contemporary trends in post-World War II photography. The diversity of photographic practice, both digital and traditional methods, will be explored as well as photography's role in modern and postmodern society.
Transfers to both UC/CSU

PHOT-182 Photography in a Multicultural United States **3 Units**
54 hours lecture; 54 hours total
Examination of photography's role in shaping ideas about race, class, gender, sexuality and identity. The course emphasizes critical analysis of images from a wide range of genres including: commercial photography, portraiture, social documentary, photojournalism, ethnographic and scientific photography, and fine-art photography.
Transfers to both UC/CSU

PHOT-200 Lighting for Photography 1 **3 Units**
27 hours lecture; 81 hours lab; 108 hours total
Recommended Preparation: *Completion of PHOT-151 with a minimum grade of C.*
Introduces fine art and commercial applications of ambient and studio lighting for film and digital photography. Covers basic lighting principles and techniques for lighting, tabletop setups, and larger sets. Materials fee may apply.
Transfers to CSU only

PHOT-210 Lighting for Photography 2 **3 Units**
27 hours lecture; 81 hours lab; 108 hours total
Recommended Preparation: *Completion of PHOT-151 with a minimum grade of C.*
A continuation of the Lighting for Photography 1 course with an emphasis on portrait photography both in the studio and on location. Covers expressive and interpretive lighting for both fine art and commercial applications. Includes on-location lighting techniques, complex lighting situations, and use of multiple lighting sources. Materials fee may apply.
Transfers to CSU only

PHOT-230 Lifestyle Photography **3 Units**
27 hours lecture; 81 hours lab; 108 hours total
Recommended Preparation: *Completion of PHOT-150 with a minimum grade of C.*
This class covers the ideas, aesthetics and the execution of Lifestyle Photography. Students will produce images through assignments where they can explore the Lifestyle sub-genre of photography. Class activities will be based off real world assignment that a working photographer might encounter throughout their professional career.
Transfers to CSU only

PHOT-261 Photography Workshop **3 Units**
108 hours activity; 108 hours total
Recommended Preparation: *Completion of PHOT-121 and/or PHOT-150 with a minimum grade of C.*
This course provides students with tools for critical analysis of images. Students will develop a self ¬determined body of work over the course of the semester. The class will exhibit their work in the NVC gallery at the end of the semester, giving students experience in promoting, hanging, and exhibiting their artwork.
Transfers to CSU only

Physics (PHYS)

PHYS-110 Descriptive Physics **3 Units**
54 hours lecture; 54 hours total
A nonmathematical descriptive introduction to physics for non-science majors. Numerous slides and demonstrations will be used to illustrate the fundamental laws and applications of mechanics, heat, electricity, optics, atomic and nuclear physics.
Transfers to both UC/CSU

PHYS-111 Descriptive Physics Laboratory **1 Unit**
54 hours lab; 54 hours total
Corequisites: *Concurrent enrollment in PHYS-110.*
A non-mathematical, descriptive physics laboratory for non-science majors. This class is an optional companion to the lecture course PHYS 110, Descriptive Physics. Laboratory exercises will be used to explore the fundamental laws and applications of mechanics, heat, electricity, optics, atomic and nuclear physics.
Transfers to both UC/CSU

PHYS-120 General Physics 1 **4 Units**
54 hours lecture; 72 hours lab; 126 hours total
Prerequisite: *Completion of Math-106 and Math-108 with a minimum grade of C.*
This algebra-based physics course covers mechanics, fluids, wave motion, and heat. Biological and medical applications are emphasized.
Transfers to both UC/CSU

PHYS-121 General Physics 2 **4 Units**
54 hours lecture; 72 hours lab; 126 hours total
Prerequisite: *Completion of PHYS-120 with a minimum grade of C.*
This algebra-based physics course covers electricity, magnetism, optics, and modern physics. Biological and medical applications are emphasized in this course.
Transfers to both UC/CSU

PHYS-140 Physics for Scientists & Engineers 1 **4 Units**
54 hours lecture; 72 hours lab; 126 hours total
Prerequisite: *Completion of MATH-120 with a minimum grade of C.*
Corequisites: *Concurrent enrollment in MATH-121.*
This is a calculus-based introduction to the principles of mechanics and wave motion. Topics include measurements, vectors, kinematics and dynamics, linear and circular motion, gravitation, work and mechanical energy, conservation of energy, linear and angular momentum, rotational motion, static equilibrium, oscillations, and fluid mechanics.
Transfers to both UC/CSU

PHYS-199 Independent Study in Physics **1-3 Units**
54-162 hours lab; 54-162 hours total
For the physics students who wish to pursue topics not included in the regular curriculum. Possible projects include a research paper, a computer project, sophisticated problem-solving, or innovative experiments in physics. Students must contract with a physics instructor specifying course content and hours/week. Credit/No Credit grading.
Transfers to CSU only

PHYS-240 Physics for Scientists & Engineers 2 **4 Units**
54 hours lecture; 72 hours lab; 126 hours total
Prerequisite: *Completion of PHYS-140 and MATH-121 with a minimum grade of C.*
This is a calculus-based introduction to the principles of heat, electricity, and magnetism. Topics include temperature, kinetic theory of gases, heat, laws of thermodynamics, electric charge and electric field, Gauss's Law, electric potential, capacitance, resistance, electric current, DC circuits, magnetism, sources of magnetism, Faraday's Law, inductance, and AC circuits.
Transfers to both UC/CSU

PHYS-241 Physics for Scientists & Engineers 3 **4 Units**
54 hours lecture; 72 hours lab; 126 hours total
Prerequisite: *Completion of PHYS-240 with a minimum grade of C.*
This is a calculus-based introduction to electromagnetic waves, physical optics, relativity, and atomic and quantum physics. Topics include Maxwell's Equations and electromagnetic waves, light, lenses, diffraction and polarization, relativity, quantum mechanics, molecules and solids, nuclear physics and radioactivity, nuclear energy, elementary particles, and astrophysics and cosmology.
Transfers to both UC/CSU

PHYS-250 Theory & Experimentation With Drones and Rockets **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of PHYS-240 with a minimum grade of C.*
Recommended Preparation: *Completion of COMS-215 with a minimum grade of C or prior computer programming experience.*
This course introduces students to the creation and implementation of electronic payloads and unmanned flight vehicles. After building electronic payloads and unmanned vehicles, such as rockets and drones, students will collect inflight atmospheric data and present analysis of the data.
Transfers to CSU only

Political Science (POLI)

POLI-120 Introduction to the Principles Of American Government 3 Units
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Introduction to American political processes and institutions. Topics include the constitutional framework of national, state, and local government, federalism, the presidency, Congress, political parties, voting and elections, public opinion and the role of the media.
Transfers to both UC/CSU

POLI-125 Introduction to Modern Political Ideology 3 Units
54 hours lecture; 54 hours total
This course comparatively and historically examines the major ideological approaches to government and politics including Liberalism, Conservatism, Socialism, Fascism and Communism. Contemporary political ideological movements will also be explored.
Transfers to both UC/CSU

POLI-135 Comparative Government 3 Units
54 hours lecture; 54 hours total
This course presents various analytical methods used to compare political systems. Several countries are examined in a comparative fashion focusing on similarities and differences in interests, institutions, and processes. Country studies vary.
Transfers to both UC/CSU

POLI-140 International Relations 3 Units
54 hours lecture; 54 hours total
Study of the economic, political, and social factors affecting the behavior of states and other international actors in world politics. Reviews contending theoretical perspectives and analytical approaches to the study of conflict and cooperation among international actors.
Transfers to both UC/CSU

POLI-145 International Political Economy 3 Units
54 hours lecture; 54 hours total
This course examines the international economy including trade, finance, and development, within the context of politics. Alternative analytical and theoretical perspectives will be examined for their value in helping to understand and evaluate the historical development and current operation of the world economy.
Transfers to both UC/CSU

Psychiatric Technician (PTEC)

PTEC-150 Principles & Practice for Psychiatric Technicians 1 13 Units
126 hours lecture; 324 hours lab; 450 hours total
Prerequisite: *Completion of HEOC-100, HEOC-101 and HEOC-172 with a minimum grade of C or better. Students must complete the following requirements prior to enrolling in this course: 1) High School Transcript or Equivalent (GED, CHSPE, OR AA/AS or Higher). All foreign transcripts must be evaluated by an outside evaluation company. All transcripts and evaluations must be official. 2) MDTP Math Assessment Testing with a score of 30 or higher (or MATH-55 or higher with a "C" or better). 3) CTEP English Assessment Testing with a score of 59 or higher (or ENGL-85 or higher with a "C" or better). 4) College Orientation Meeting. 5) Program orientation meeting (once accepted).*
This is the first course in a series of three semesters designed to prepare the student for eligibility for licensure as a Psychiatric Technician in the State of California. Includes role of the Psychiatric Technician, Nurse/Patient Relationship, Nursing Process and Medical Records, Medical Terminology, Nursing Fundamentals, and Medical/Surgical Nursing.
Transfers to CSU only

PTEC-155 Principles & Practice for Psychiatric Technicians 2 12 Units
108 hours lecture; 324 hours lab; 432 hours total
Prerequisite: *Completion of PTEC-150 and HEOC-172 with a minimum grade of C.*
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of PSYC-125 with a minimum grade of C.*
A course designed to prepare the student for eligibility for licensure as a Psychiatric Technician in the State of California. Includes Psychopharmacology, Assessment and Interventions for a Client with Developmental Disabilities, Etiologies, Diseases Associated with Developmental Disabilities, Teaching and Training using a Developmental Model, Developmental Disabilities, Client's Rights, Tests and Measurements, Normalization, Behavior Modification, Autism, and Case Management.
Transfers to CSU only

PTEC-156 Principles & Practice for Psychiatric Technicians 3 12 Units
108 hours lecture; 324 hours lab; 432 hours total
Prerequisite: *Completion of PTEC-150 and PTEC-155 with a minimum grade of C.*
Prerequisites or Corequisites: *Concurrent enrollment in or previous completion of PSYC-124 with a minimum grade of C.*
A course designed to prepare the student for eligibility for licensure as a Psychiatric Technician in the State of California. Includes: Role of Psychiatric Technician, Psychopharmacology, Mental Health Nursing I and II, Management of Assaultive Behaviors, Clients Rights, Psychophysiological, Neurotic and Psychotic Disorders, Group Therapy, Crisis Intervention, Suicide, Substance Abuse, Domestic Violence, Personality Disorders, Eating Disorders, Mood Disorders, Organic Mental Syndrome and Leadership/Supervision.
Transfers to CSU only

PTEC-160 Nursing Science **18 Units**
224 hours lecture; 320 hours lab; 544 hours total
Prerequisite: *1) MDTP - Mathematics Diagnostic Testing Project 2) CTEP - College Tests for English Placement 3) CNA-Current Certified Nursing Assistant 4) High School or Equivalent.*
One trimester of three designed to prepare the student for licensure as a Psychiatric Technician in the State of California. Nursing Science will present the principles of mental and physical health, the maintenance of health, anatomy and physiology, and an understanding of disease and its treatment. Students will develop the ability to perform basic care activities, with learning experiences in the care of children, adults, and aged patients with medical/surgical conditions.
Transfers to CSU only

PTEC-161 Developmental Disabilities **15.5 Units**
160 hours lecture; 360 hours lab; 520 hours total
Prerequisite: *Completion of PTEC-160 with a minimum grade of C.*
First trimester of three designed to prepare the student for licensure as a Psychiatric Technician in the State of California. This course will examine the care of the developmentally disabled by providing learning experience in State Developmental Centers as well as community facilities and continued practice in individual and group work.
Transfers to CSU only

PTEC-162 Mental Disabilities **17 Units**
208 hours lecture; 320 hours lab; 528 hours total
Prerequisite: *Completion of PTEC-161 with a minimum grade of C.*
The last of three trimesters designed to prepare the student for licensure as a Psychiatric Technician in the State of California.This course will introduce psychological and mental health concepts as they relate to the psychiatric technician profession. The causes, prevention, and treatment of mental, emotional and behavioral disorders will be examined by providing practice in interpersonal skills, self-understanding, problem-solving, communication, and the use of rehabilitative methods in providing patient care.
Transfers to CSU only

Psychology (PSYC)

PSYC-120 General Psychology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course provides a general introduction to the field of psychology. Topics covered include research methods, neuropsychology, sensation and perception, cognitive psychology, developmental psychology, personality, social psychology, and clinical psychology.
Transfers to both UC/CSU

PSYC-123 Social Psychology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course considers individual human behavior in relation to the social environment. The power of the situation, other individuals, and the social group will be examined. Topics may include: aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group dynamics, gender roles, cultural norms, and social cognition. Cross-listed with SOCI-123.
Transfers to both UC/CSU

PSYC-124 Psychology of Adjustment **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course addresses several major topics in the field of psychology with an emphasis on personal application. Topics covered include personality theory, stress and coping, the self, social cognition and influence, communication, attraction, gender and sexuality, human development, psychological disorders, and psychotherapy.
Transfers to both UC/CSU

PSYC-125 Human Development **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of PSYC-120 with a minimum grade of C.*
This course provides an overview, from a psychological perspective, of human development from conception through death, including biological and environmental influences. Theories and research of physical, cognitive, personality, and social development are examined, as well as attention to developmental problems.
Transfers to both UC/CSU

PSYC-126 Abnormal Psychology **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of PSYC-120 with a minimum grade of C.*
An introduction to the concepts of abnormal and maladaptive behavior. Models of diagnosis, classification and treatment are discussed in depth. A discussion of major psychological disorders and study of the different perspectives on their causation, development and treatment.
Transfers to both UC/CSU

PSYC-128 Cross-Cultural Psychology **3 Units**
54 hours lecture; 54 hours total
This course will address the way cultural contexts influence human behavior and mental processes. The focus will be on culture, broadly-defined, including concepts such as gender, race, age, ethnicity, sexual orientation, religion, and socioeconomic status, and examining the role of culture in psychological theories and research relevant to cognition, emotion, motivation, personality, and developmental processes. The course will enable the student to acquire an understanding of research methods in cross-cultural psychology, an awareness of current research and theories in the field, and a better comprehension of the way cultural contexts affect everyday life experiences.
Transfers to both UC/CSU

PSYC-135 Human Sexuality **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of PSYC-120 with a minimum grade of C.*
This course presents a survey of the study of human sexuality from biological, cognitive, emotional, behavioral, and social perspectives. Topics covered include sexual behavior, sexual identity, attraction, gender, sexual anatomy and physiology, and the role of sexuality in cultural and social contexts. This course is intended for adults and involves the presentation of explicit material.
Transfers to both UC/CSU

PSYC-175 Theories of Personality **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of PSYC-120 with a minimum grade of C.*
The study of personality examines the sources of our similarities and our differences. This course will cover several major perspectives on personality including psychodynamic, behavioral, phenomenological, social-cognitive, and biological/evolutionary theories. An emphasis will be placed on integrating these theories and relating them to everyday life.
Transfers to both UC/CSU

PSYC-220 Research Methods in Psychology **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of PSYC-120 and MATH-232 with a minimum grade of C.*
Recommended Preparation: *Completion of ENGL-120 with minimum grade of C.*
This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through a review of research in a variety of the disciplines and subdisciplines in psychology.
Transfers to both UC/CSU

Respiratory Therapy (RESP)

RESP-120 Respiratory Care Theory I **6 Units**
108 hours lecture; 108 hours total
Prerequisite: *Completion of CHEM-110, BIOL-218, BIOL-219, BIOL-220, and MATH-94 with a minimum grade of C.*
Recommended Preparation: *Completion of HEOC-171 and PHYS-110 with a minimum grade of C.*
Students will receive instruction in the theoretical foundations of respiratory care. The course will cover the anatomy and physiology of the respiratory system, the mechanics of breathing, and acid-base balance.
Transfers to CSU only

RESP-130 Respiratory Care Laboratory I **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Corequisites: *Concurrent enrollment in RESP-120.*
This course covers basic patient assessment, oxygen therapy, bronchial hygiene techniques, and arterial blood gas punctures. Students' knowledge and technical skills will be developed through integrated laboratory work.
Transfers to CSU only

RESP-140 Preparation for Clinical **1.5 Units**
54 hours activity; 54 hours total
Corequisites: *Concurrent enrollment in RESP-120 and RESP-130.*
This course prepares the student for entrance into the clinical portion of the Respiratory Care program. The course will cover patient and practitioner safety, infection control, and legal and ethical issues.
Transfers to CSU only

RESP-150 Respiratory Care Theory II **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of RESP-130 with a minimum grade of C.*
Students will receive instruction in the treatment of patients with cardiopulmonary disease. The course will cover advanced techniques in patient assessment, pulmonary diseases, and beginning concepts of the coronary system.
Transfers to CSU only

RESP-160 Respiratory Care Pharmacology **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of RESP-130 with a minimum grade of C.*
Students will receive instruction in the pharmacology of respiratory care. The course will cover medication calculations, inhaled bronchodilators, steroids and aerosolized antimicrobials.
Transfers to CSU only

RESP-170 Respiratory Care Clinical I **2.5 Units**
144 hours lab; 144 hours total
Corequisites: *Concurrent enrollment in RESP-150 and RESP-160.*
Students will receive supervised clinical experience in the care of patients with cardiopulmonary disease. The course will cover the practical application of theory and techniques. Students will work primarily in the non-critical care areas of the hospital.
Transfers to CSU only

RESP-175 Resp Care Laboratory II **1.5 Units**
54 hours activity; 54 hours total
Prerequisite: *Completion of RESP-120 with a minimum grade of C.*
The course will cover airway management, positive pressure ventilation, non-invasive ventilation, Introduction to mechanical ventilation and beginning critical care concepts.
Transfers to CSU only

RESP-185 Respiratory Care Clinical II **2.5 Units**
135 hours lab; 135 hours total
Prerequisite: *Completion of RESP-170 with a minimum grade of C.*
Students will receive respiratory therapy supervised clinical experience. Students are transitioning from the first year basic clinical experience to the advanced critical care clinical experience. It will prepare them for the critical care rotations in the second year.
Transfers to CSU only

RESP-200 Respiratory Care Theory III **2 Units**
36 hours lecture; 36 hours total
Prerequisite: *Completion of RESP-185 with a minimum grade of C.*
Corequisites: *Concurrent enrollment in RESP-211, RESP-210, and RESP-250.*
The students will receive instruction in selected topics in respiratory care. The course will cover advanced pulmonary function testing, cardiopulmonary rehabilitation, home care, and gerontology.
Transfers to CSU only

RESP-210 Principles & Applications of Mechanical Ventilation/Lab **4 Units**
54 hours lecture; 54 hours lab; 108 hours total
Prerequisite: *Completion of RESP-185 with a minimum grade of C.*
Corequisites: *Concurrent enrollment in RESP-220 and RESP-250.*
Students will receive instruction in the care and treatment of the acutely ill cardiopulmonary patient. The course will cover management of patients requiring ventilatory support, intubation avoidance strategies, and hazards of positive pressure ventilation. This course's laboratory work will develop the student's knowledge and technical skills in adult, pediatric, and neonatal mechanical ventilation. The course lab will cover application and management of state-of-the-ventilators.
Transfers to CSU only

RESP-220 Neonatal/Pediatric Respiratory Care **4 Units**
54 hours lecture; 36 hours activity; 90 hours total
Prerequisite: *Completion of RESP-185 with a minimum grade of C.*
Students will receive instruction in neonatal and pediatric respiratory care. The course will cover fetal lung development, circulatory changes in the newborn, and neonatal and pediatric diseases and treatment. Course will include curriculum leading to professional certifications.
Transfers to CSU only

RESP-230 Respiratory Care Topics I **1 Unit**
18 hours lecture; 18 hours total
Prerequisite: *Completion of RESP-185 with a minimum grade of C.*
Students will receive instruction in advanced concepts in respiratory care. The course will cover acute respiratory failure, chest x-ray interpretation, and specialty areas within the respiratory care profession.
Transfers to CSU only

RESP-250 Respiratory Care Clinical IV **5 Units**
288 hours lab; 288 hours total
Prerequisite: *Completion of RESP-185 with a minimum grade of C.*
Students will receive supervised clinical experience in the care of patients with cardiopulmonary disease. The course will cover the practical application of theory and techniques. Students will work primarily in the adult critical care areas of the hospital.
Transfers to CSU only

RESP-260 Respiratory Care Theory IV **1.5 Units**
18 hours lecture; 36 hours lab; 54 hours total
Prerequisite: *Completion of RESP-200, RESP-210, and RESP-250 with a minimum grade of C.*
Corequisites: *Concurrent enrollment in RESP-290.*
Students will receive instruction in the monitoring and care of the acutely ill cardiopulmonary patient. The course will cover coronary care, electrocardiogram analysis, and hemodynamic monitoring.
Transfers to CSU only

RESP-270 Advanced Respiratory Care Laboratory **1 Unit**
46 hours lab; 46 hours total
Prerequisite: *Completion of RESP-211 with a minimum grade of C.*
The integrated laboratory work will develop the student's knowledge and technical skills in advanced mechanical ventilation techniques. The course will cover advanced application and management of state-of-the-art and high frequency ventilators.
Transfers to CSU only

RESP-280 Respiratory Care Topics II **2 Units**
38 hours lecture; 38 hours total
Prerequisite: *Completion of RESP-200 with a minimum grade of C.*
The students will receive instruction by guest lecturers. The course will cover acute respiratory distress syndrome, sepsis and advanced therapeutic procedures. Students will research and present patient case studies.
Transfers to CSU only

RESP-290 Respiratory Care Clinical VI **4 Units**
224 hours lab; 224 hours total
Prerequisite: *Completion of RESP-250 with a minimum grade of C.*
Students will receive supervised clinical experience in the care of patients with cardiopulmonary disease. The course will cover the practical application of theory and techniques. Students will work primarily in adult, neonatal, and pediatric critical care areas of the hospital.
Transfers to CSU only

RESP-290B Computer Simulations in Respiratory Care **1 Unit**
42 hours activity; 42 hours total
Corequisites: *Concurrent enrollment in RESP-290.*
This course prepares students for the National Board for Respiratory Care's Registry Examination, which requires specialized knowledge in solving patient management problems in a branching logic format. Students will practice with web-based clinical simulations, identify their strengths and weaknesses, and develop a study plan to prepare for this exam.
Transfers to CSU only

RESP-292 Respiratory Care Preceptorship **2.5 Units**
128 hours lab; 128 hours total
Prerequisite: *Completion of RESP-260 and RESP-290 with a minimum grade of C.*
This course will provide a clinical environment for the student to integrate knowledge, skills, and work ethic. The student will assume increasing responsibilities under the supervision of a preceptor. This course will prepare the student for post-graduate employment.
Transfers to CSU only

Sociology (SOCI)

SOCI-120 Introduction to Sociology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Introduction to Sociology is an introductory study of the basic concepts, theoretical approaches and methods of sociology. Topics typically include the analysis and explanation of culture, social structures, social stratification (including class, race, ethnicity and gender), social change, group and global dynamics, and self and socialization. Course objectives include the ability to apply sociological ideas to everyday life.
Transfers to both UC/CSU

SOCI-122 Social Problems **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of SOCI-120 and ENGL-90 with a minimum grade of C.*
An identification and analysis of the basic concepts, theoretical approaches (conflict, functionalist, and interactionist) and methods of contemporary social problems including: (1) the role of power and ideology in the definition of social problems, (2) causes and consequences of social problems, and (3) methods of intervention. Topics may include illness, environmental issues, abuse, migration, poverty, crime, unemployment, and labor force conditions. Topics will vary based upon current events.
Transfers to both UC/CSU

SOCI-123 Social Psychology **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
This course considers individual human behavior in relation to the social environment. The power of the situation, other individuals, and the social group will be examined. Topics may include: aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group dynamics, gender roles, cultural norms, and social cognition. Cross-listed with PSYC-123.
Transfers to both UC/CSU

SOCI-130 Introduction to Queer Studies **3 Units**
54 hours lecture; 54 hours total
This introductory course examines a broad range of contemporary gay, lesbian, bisexual, transgender, and queer issues in various contexts including: socio-cultural, political, racial and sexual.
Transfers to CSU only

SOCI-140 Sociology of Sex and Gender **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Sociological analysis of the historical, contemporary, and cross-cultural constructions of gender in the US. Students will explore how institutions shape gender (macro-analysis), and how individuals are socialized to "do" gender (micro-analysis).
Transfers to both UC/CSU

SOCI-150 Sociology of Race & Ethnicity **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Sociological analysis of race, ethnicity, and racism. Examines the cultural, political, and economic practices and institutions that support or challenge racism, racial and ethnic inequalities, as well as historical and contemporary patterns of interaction between various racial and ethnic groups.
Transfers to both UC/CSU

SOCI-154 Sociology of Crime **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of ENGL-90 with a minimum grade of C.*
Sociological analysis of crime, criminal behavior, and the criminal justice system using the structural-functional, conflict, and symbolic interactionist perspectives. Explores the history and social construction of crime and criminality, and examines violations, punishments, and methods used to control criminal behavior. The methods used to quantify and measure crime and criminality will be discussed.
Transfers to both UC/CSU

SOCI-190 Introduction to Social Research **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of SOCI-120 with a minimum grade of C.*
Students will examine fundamental elements of empirical research and the ways social scientists gather, evaluate, and critique social data. Includes attention to the nature of theory, hypotheses, variables, and research ethics. Qualitative and quantitative methods such as survey, experiment, field work, case study, content analysis, and comparative historical research will be applied. Computer applications will be introduced.
Transfers to both UC/CSU

Spanish (SPAN)

SPAN-90 Occupational Spanish **0.5-3 Units**
9-54 hours lecture; 9-54 hours total
Occupational Spanish teaches the basic Spanish phrases necessary to carry out specific procedures or protocols in various occupations. The course is taught to specific job needs and will include how to relate appropriately to pertinent cross-cultural issues.
Not transferable

SPAN-110 Elementary Spanish I (Part A) **3 Units**
54 hours lecture; 54 hours total
The first half of a two-course sequence that introduces the basic elements of the language (listening, speaking, reading and writing) in real world contexts. Emphasis is on language, production, grammar, vocabulary building, and exposure to the Hispanic culture. (NOTE: In order to fulfill the one-semester foreign language requirement of some universities, transfer students must complete the sequence of SPAN 110 and 111).
Transfers to both UC/CSU

SPAN-111 Elementary Spanish I (Part B) **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of SPAN-110 with a minimum grade of C.*
The second half of a two-course sequence that introduces the basic elements of the language (listening, speaking, reading and writing) in real world contexts. Emphasis is on language production, grammar, vocabulary building, and exposure to the Hispanic culture. (NOTE: In order to fulfill the one-semester foreign language requirement of some universities, transfer students must complete the sequence of SPAN 110 and 111).
Transfers to both UC/CSU

SPAN-120 Elementary Spanish I **5 Units**
90 hours lecture; 90 hours total
The first part of a four semester sequence of UC/CSU transfer level Spanish courses integrating listening, speaking, reading, and writing skills in real world and cultural contexts. Cultural perspectives and practices are emphasized.
Transfers to both UC/CSU

SPAN-121 Elementary Spanish II **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of SPAN-120 OR SPAN-111 with a minimum grade of C.*
The second semester part of a four-semester sequence of transfer level Spanish courses. Continued work on language communication integrating listening, speaking, reading, and writing skills in real world and cultural contexts. Ongoing development of cultural awareness and understanding continues to be emphasized.
Transfers to both UC/CSU

SPAN-130 First Semester Spoken Spanish **3 Units**
54 hours lecture; 54 hours total
The course provides students with fundamental listening and speaking skills. In-depth study of grammatical concepts, with major emphasis on accurate pronunciation and intonation. Study of the life and culture of Spanish-speaking people.
Transfers to CSU only

SPAN-131 Second Semester Spoken Spanish **3 Units**
54 hours lecture; 54 hours total
Pronunciation, vocabulary, listening, speaking, and grammar. Readings and conversations stress the culture and life of the Spanish speaking people.
Transfers to CSU only

SPAN-240 Intermediate Spanish I **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of SPAN-121 or equivalent with a minimum grade of C.*
This intermediate level course is the third part of a four-semester sequence of transferable Spanish courses. The class will consolidate and improve first-year skills. Students will work at an increasingly complex levels both orally and in writing. Readings include a variety of selections in literature, culture, and other relevant topics.
Transfers to both UC/CSU

SPAN-241 Intermediate Spanish II **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of SPAN-240 OR SPAN-280 with a minimum grade of C.*
This intermediate level course is the fourth part of a four-semester sequence of transfer level Spanish courses. The class continues skill consolidation and improvement at the intermediate level through focused practice and synthesis. Students continue work at complex levels both orally and in writing. Readings include longer reading selections for further exposure to literature, culture, and other relevant topics.
Transfers to both UC/CSU

SPAN-280 Spanish for Heritage Speakers I **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of SPAN-121 or equivalent with a minimum grade of C.*
Designed for bilingual students whose native language is Spanish who wish to improve their skills in reading and writing in Spanish through literature analysis, but open to other linguistically qualified students. Writing composition will be the main focus of the class, but grammar, spelling, speaking, pronunciation, and a variety of Spanish reading selections will also be included; as well as exposure to local and international Hispanic culture as a meaning system and common heritage of the U.S. It is highly recommended for Spanish majors.
Transfers to both UC/CSU

SPAN-281 Spanish for Heritage Speakers II **5 Units**
90 hours lecture; 90 hours total
Prerequisite: *Completion of SPAN-240 or SPAN-280 with a minimum grade of C.*
Designed for bilingual students whose native language is Spanish (and other linguistically qualified students) who wish to continue to improve their development of writing and reading skills in Spanish through literature analysis. Intensive grammar and writing instruction are included. Class will be conducted entirely in Spanish. Course should be taken after Spanish 280. It is highly recommended for Spanish majors.
Transfers to both UC/CSU

SPAN-282 Introduction to Hispanic Literature **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Students should be proficient in reading, speaking, and writing Spanish.*
This course is designed for Spanish native speakers and other linguistically qualified students who wish to improve their skills to a high-advanced level of reading, writing, and literary analysis. The emphasis is on critical thinking and reasoned support of ideas. Literary discussions will be an important component of the class, but writing composition will also be included, as well as exposure to international Hispanic culture. This course is strongly recommended for prospective Spanish majors. This course is conducted entirely in Spanish.
Transfers to both UC/CSU

Technical Studies (TECH)

TECH-92 Technical Mathematics 1 **3 Units**
54 hours lecture; 54 hours total
The first of a two-semester course involving the study of practical mathematics as applied to technical and trade work. It is particularly useful for those anticipating a career in an industrial environment. Content includes: mathematical symbols, fractions, percentages, geometry, algebra, metric system, and applications to technical/trade work. Calculator is required. Prerequisite to Tech 107.
Not transferable

TECH-107 Technical Mathematics II **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of TECH-92 with a minimum grade of C.*
The second of a two-semester course involving the study of practical mathematics as applied to technical and trade work. It is particularly useful for those anticipating a career in an industrial environment. Content includes: mathematical symbols, geometry, algebra, trigonometry, graphing, unit factoring, and applications to technical/trade work. Calculator is required.
Transfers to CSU only

Theater Arts (THEA)

THEA-89 Theater Arts Academy **0.5-3 Units**
18-108 hours activity; 18-108 hours total
This course providing a broad introduction to educational opportunities and career pathways in theater arts. This course is designed for first-time college students and does not require any theater experience.
Not transferable

THEA-99 Independent Study in Theater Arts **1-3 Units**
54-162 hours lab; 54-162 hours total
Allows students to explore in depth an area of theater arts practice, production or performance under the guidance of an instructor. Production and performance projects culminate with a final work evaluated by the instructor.
Not transferable

THEA-100 Introduction to Theater **3 Units**
54 hours lecture; 54 hours total
This course focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. This course introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles and genres of theatre through play reading, discussion, films and viewing and critiquing live theatre, including required attendance of theatre productions.
Transfers to both UC/CSU

THEA-105 Culture and Gender in Theater **3 Units**
54 hours lecture; 54 hours total
This course explores the contributions and perspectives of various cultural, ethnic and gender groups to contemporary American drama. Students in this course will study plays by African Americans, Latino Americans, Asian Americans and other cultural and gender groups. Cross-listed with HUMA-174.
Transfers to both UC/CSU

THEA-110 Acting I **3 Units**
54 hours lecture; 54 hours total
This course provides students with a study of the essential skills required for acting. Course content includes movement, speech, theater games and improvisation, reading and viewing plays.
Transfers to both UC/CSU

THEA-111 Acting II **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of THEA-110 with a minimum grade of C.*
This course follows Acting 1 and continues the exploration of theories and techniques used in preparation from the interpretation of drama through acting. The emphasis will be placed on deepening the understanding of the acting process through character analysis, monologues, and scenes.
Transfers to both UC/CSU

THEA-115 Acting Shakespeare **3 Units**
54 hours lecture; 54 hours total
This course is designed to provide a basic approach to the creation of effective dramatic presentations of the plays of William Shakespeare. Students will study Elizabethan and contemporary stage technique; and develop skills dealing with interpretive, vocal and physical demands of contemporary Shakespearean performance.
Transfers to both UC/CSU

THEA-120 History of Theater **3 Units**
54 hours lecture; 54 hours total
This course covers the development of world theater its origin to the present day with a focus on the evolution of theater spaces, traditions, and productions.
Transfers to both UC/CSU

THEA-122 Improvisation and Physical Theater **3 Units**
54 hours lecture; 54 hours total
This interactive course explores improvisation and physical theater through theater games, somatic awareness, individual and ensemble performance and devised work. The course also increases sponteneity, in the moment problem solving and dynamism on stage through physical expression. Topics may include the works of Spolin, Johnstone, Bogart, Meyerhold, Barba and Grotowski.
Transfers to both UC/CSU

THEA-140 Technical Theatre in Production **1-3 Units**
36-108 hours activity; 36-108 hours total
This course covers the study and practice of technical theater.Topics will include theatrical design, scenic painting and construction techniques, sound, lighting, and computer technology, special effects, costume and makeup, stage and front of house management, theater safety, and production crews.
Transfers to both UC/CSU

THEA-141 Stagecraft **3 Units**
108 hours activity; 108 hours total
An introduction to technical theater and the creation of scenic elements. Course content includes basic concepts of design, painting techniques, set construction, set movement, prop construction, backstage organization, and career possibilities. May include stage management, lighting, and/or sound techniques. Lecture, reading, projects, and practical experience.
Transfers to both UC/CSU

THEA-142 Introduction to Stage Costume **3 Units**
108 hours activity; 108 hours total
Students will study costume history, design and fashion, as well as basic construction techniques as an introduction to theatrical costuming.
Transfers to both UC/CSU

THEA-143 Technical Theater in Production: Lighting and Sound **1-3 Units**
36-108 hours activity; 36-108 hours total
This course covers theory and techniques utilized in lighting and sound design and sound engineering for the stage. It involves the study and execution of stage lighting with emphasis on equipment, control, color and their relationship to design and sound with an emphasis on design and reinforcement.
Transfers to both UC/CSU

THEA-144 Technical Theater in Performance: Production Management **1-3 Units**
36-108 hours activity; 36-108 hours total
Introduction to all aspects of Production Management including production coordination, stage management, run crew, and front of house.
Transfers to both UC/CSU

THEA-151 Theater Production: Contemporary **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition.*
Theater Production: Contemporary provides instruction and supervised participation in rehearsals and performances of contemporary plays to be presented before the campus and community with full production support.
Transfers to both UC/CSU

THEA-152 Theater Production: Young Audiences **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition.*
Theater Production: Young Audiences provides instruction and supervised participation in rehearsals and performances of plays for young audiences to be presented before the campus and community with full production support. Students develop rehearsal and performance etiquette and methodologies for performing with and for K-12 students.
Transfers to both UC/CSU

THEA-153 Musical Theater Production: Repertory **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition.*
Musical Theater Production: Repertory provides instruction and supervised participation in rehearsals and performances of musicals to be presented before the public with full production support.
Transfers to both UC/CSU

THEA-154 Theater Production: Repertory **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on enrollment: *By Audition.*
Theater Production: Repertory provides performance, arts administration and technical theater skills through supervised participation in rehearsals and performances of plays on stage for the campus and community with full production support.
Transfers to both UC/CSU

THEA-155 Dance Theater Production **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition.*
Theater Dance Production provides instruction and supervised participation in choreography for musicals to be presented for the campus and community with full music and production support.
Transfers to both UC/CSU

THEA-156 Theater Production: Classical **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition.*
Theater Production: Classical provides instruction and supervised participation in rehearsals and performances of classical texts to be presented before the campus and community with full production support.
Transfers to both UC/CSU

THEA-157 Theater Making **3 Units**
108 hours activity; 108 hours total
This course is an introduction to making and performing original works. Collaboration, communication, and creative risk-taking are explored as students learn the concepts of independent and collaborative theater making.
Transfers to both UC/CSU

THEA-161 Summer Theater Workshop: Comedy **1-2 Units**
36-72 hours activity; 36-72 hours total
Limitation on Enrollment: *By Audition*
Summer Theater Workshop: Comedy is designed for the production of comedic plays to be presented before the campus and community during the summer with full production support.
Transfers to both UC/CSU

THEA-162 Summer Theater Production: Drama **1-2 Units**
36-72 hours activity; 36-72 hours total
Limitation on Enrollment: *By Audition.*
Summer Theater Workshop: Drama is designed for the production of dramatic plays to be presented before the campus and community during the summer with full production support.
Transfers to both UC/CSU

THEA-163 Summer Theater Production: Musical **1-2 Units**
36-72 hours activity; 36-72 hours total
Limitation on Enrollment: *By Audition.*
Summer Theater Workshop: Musical is designed for the production of musicals to be presented before the campus and community during the summer with full musical and production support.
Transfers to CSU only

THEA-166 Musical Theater Production: Young Audiences **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition.*
Musical Theater Production: Young Audiences provides instruction and participation in rehearsals and performances of musicals for young audiences with full production support. Students develop rehearsal and performance etiquette and techniques to perform with and for K-12 students.
Transfers to both UC/CSU

THEA-167 Musical Theater Production: Broadway **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition.*
Musical Theater Production: Broadway provides instruction and participation in rehearsal and performance of Broadway musicals with full production support.
Transfers to both UC/CSU

THEA-168 Musical Theater Production: Contemporary **1-3 Units**
36-108 hours activity; 36-108 hours total
Limitation on Enrollment: *By Audition*
Musical Theater Production: Contemporary is designed for the rehearsal and performance of contemporary musicals with full production support.
Transfers to both UC/CSU

THEA-170 International Performance **3 Units**
54 hours lecture; 54 hours total
This course is a survey of global performance and practices, including acting, movement, voice and speech, improvisation, rehearsal, performance in an international environment.
Transfers to CSU only

THEA-210 Acting III **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of THEA-110 with a minimum grade of C.*
This course is a more intermediate level of study in acting with emphasis on scene analysis and performance skills training.
Transfers to both UC/CSU

THEA-220 Acting for Fun and Profit **3 Units**
54 hours lecture; 54 hours total
This course provides students with a study of the fundamental skills required for gaining employment as an actor on stage and in film as well as other mediums. Course content includes audition techniques, voice over and on-camera acting skills, guidance for securing an agent, working with casting directors,preparing photographs and resumes, and joining the entertainment unions. In addition, students will prepare monologues and other materials necessary for transfer and work as a professional actor.
Transfers to CSU only

THEA-244 Acting IV **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of THEA-110 with a minimum grade of C.*
The exploration and development of advanced acting skills through technique and performance.
Transfers to both UC/CSU

Vineyard and Winery Technology (VWT)

VWT-130 General Viticulture **3 Units**
54 hours lecture; 54 hours total
Introduction to grape growing, including: history, varieties and rootstocks, anatomy and physiology, climate, soils, propagation, planting and vine training, cultural practices, common grapevine pests and diseases.
Transfers to both UC/CSU

VWT-132 Vineyard Soils, Fertilizers & Irrigation **3 Units**
54 hours lecture; 54 hours total
Introduction to basic principles of soil science, mineral nutrition and plant/water relationships for North Coast grape production.
Transfers to CSU only

VWT-134 Vineyard Pruning **1 Unit**
15 hours lecture; 6 hours activity; 21 hours total
Introduction to the theory and practice of pruning grapevines. Lecture stresses vine responses to pruning and introduces terminology. Laboratory consists of pruning and training field work.
Transfers to CSU only

VWT-136 Wines of the World **3 Units**
54 hours lecture; 54 hours total
Limitation on enrollment: *Student must be at least 18 years of age.*
Introduction to world wine regions, including history; viticulture practices; winemaking styles. Sensory evaluation of representative wines. Laboratory materials fee.
Transfers to both UC/CSU

VWT-137 Wines of California **3 Units**
54 hours lecture; 54 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
Introduction to the wines of California, including history, viticulture practices and winemaking styles. Sensory evaluation of representative wines. Laboratory materials fee.
Transfers to CSU only

VWT-140 Cultural Appreciation of Wine **3 Units**
54 hours lecture; 54 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
A survey of wine and its role in religion, art, culture and society from pre-history to the modern day. Sensory evaluation of representative wines. Laboratory materials fee.
Transfers to CSU only

VWT-145 The Greatest Wines of the World **1 Unit**
18 hours lecture; 18 hours total
Limitation on enrollment: *Student must be at least 18 years of age.*
A survey of the greatest wines in the world, including sparkling, white and red table, dessert and fortified wines. Sensory evaluation of representative wines. Laboratory materials fee.
Transfers to CSU only

VWT-147 The Greatest Wines of the New World **1 Unit**
18 hours lecture; 18 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
A survey of the greatest wines of the new world, including sparkling, white and red table, dessert and fortified wines. Sensory evaluation of representative wines. Lab fee. Six week course.
Transfers to both UC/CSU

VWT-150 The Wines of the Napa Valley **1 Unit**
18 hours lecture; 18 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
A survey of the wines of the Napa Valley, including sparkling, white and red table, dessert and fortified wines. Sensory evaluation of representative wines. Lab fee. Six week course.
Transfers to both UC/CSU

VWT-151 The Wines of France **1 Unit**
18 hours lecture; 18 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
A survey of the wines of France, including sparkling, white and red table, dessert and fortified wines. Sensory evaluation of representative wines. Lab fee. Six week course.
Transfers to both UC/CSU

VWT-152 The Wines of Italy **1 Unit**
18 hours lecture; 18 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
A survey of the wines of Italy, including sparkling, white and red table, dessert and fortified wines. Sensory evaluation of representative wines. Lab fee. Six week course.
Transfers to both UC/CSU

VWT-153 The Wines of Spain and Portugal **1 Unit**
18 hours lecture; 18 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
A survey of the wines of Spain and Portugal, including sparkling, white and red table, dessert and fortified wines. Sensory evaluation of representative wines. Lab fee. Six week course.
Transfers to both UC/CSU

VWT-154 The Wines of Germany and Austria **1 Unit**
18 hours lecture; 18 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
A survey of the wines of Germany and Austria, including sparkling, white and red table, dessert and fortified wines. Sensory evaluation of representative wines. Lab fee. Six week course.
Transfers to both UC/CSU

VWT-172 Laboratory Analysis of Musts & Wines **3 Units**
54 hours lecture; 54 hours total
An introduction to winery laboratory practices, including basic principles, techniques and common methods of analysis for musts and wines. Students learn laboratory methods used to determine when to add amendments to wines and how to stabilize and clarify wines.
Transfers to CSU only

VWT-173 Sensory Evaluation of Wine **3 Units**
54 hours lecture; 54 hours total
Limitation on Enrollment: *Student must be at least 18 years of age.*
Introduction to wine sensory evaluation, including statistical analysis of trials; study of wine styles; sensory testing techniques; identification of wine traits. Sensory evaluation of representative wines. Laboratory materials fee.
Transfers to CSU only

VWT-180 Fundamentals of Enology **3 Units**
54 hours lecture; 54 hours total
An introduction to the science of winemaking, including grape maturation, harvesting, fermentation, wine development, blending, filtration and preparation for bottling. Students learn the winemaking options available to create different wine styles.
Transfers to CSU only

VWT-190 Viticulture & Winery Technology WOEX 1 **2 Units**
180 hours lab; 180 hours total
Supervised practical work experience. Intended to help the student integrate classroom study with on-the-job training in the wine industry. Student must meet with the Program Coordinator before enrolling.
Transfers to CSU only

VWT-191 Viticulture & Winery Technology WOEX 2 **2 Units**
180 hours lab; 180 hours total
Supervised practical work experience. Intended to help the student integrate classroom study with on-the-job training in the wine industry. Student must meet with the Program Coordinator before enrolling.
Transfers to CSU only

VWT-229 Summer Viticulture Operations **1 Unit**
12 hours lecture; 12 hours activity; 24 hours total
Vineyard practices for the summer session. Class operates NVC Student Vineyard, with an emphasis on the practical applications of viticulture theory.
Transfers to CSU only

VWT-230 Fall Viticulture Operations **3 Units**
36 hours lecture; 36 hours activity; 72 hours total
Vineyard practices for the fall and winter seasons. Class operates NVC Student Vineyard, with an emphasis on the practical applications of viticulture theory.
Transfers to CSU only

VWT-231 Spring Viticulture Operations **3 Units**
36 hours lecture; 36 hours activity; 72 hours total
Vineyard practices for the winter and spring seasons. Class operates the NVC Student Vineyard, with an emphasis on practical applications of viticulture theory.
Transfers to CSU only

VWT-232 Vineyard Management **3 Units**
54 hours lecture; 54 hours total
Vineyard management practices, including annual plans and budgets; labor management and supervision; crop sale contracts, and legal compliance.
Transfers to CSU only

VWT-233 Advanced Viticulture **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of VWT-130 with a minimum grade of C.*
Advanced course in viticulture, including more in depth study of rootstocks, grapevine propagation, cover cropping, grape development, and new technologies in precision viticulture. Study of viticultural impacts on grape and wine quality. Sustainable farming practices are emphasized.
Transfers to CSU only

VWT-234 Integrated Pest Control for Grapes **3 Units**
54 hours lecture; 54 hours total
Recommended Preparation: *Completion of VTW-130 with a minimum grade of C.*
Introduction to the theory and practice of integrated pest control in grape growing including biology and control of common insects and disease problems of North Coast vineyards.
Transfers to CSU only

VWT-241 Wine Marketing **3 Units**
54 hours lecture; 54 hours total
Condition on Enrollment: *Student must be at least 18 years of age.*
Introduction to wine marketing methods, to basic approaches to packaging, and the advertising and promotion of wine.
Transfers to CSU only

VWT-270 Advanced Winemaking **3 Units**
54 hours lecture; 54 hours total
Prerequisite: *Completion of VWT-172 and VWT-180 with a minimum grade of C.*
Condition on Enrollment: *Student must be at least 18 years of age.*
Advanced course in winemaking, including development of winemaking style, experimentation in production practices and enhancement of wine quality. Course provides essential skills for a career in commercial winemaking.
Transfers to CSU only

VWT-271 Winery Management **3 Units**
54 hours lecture; 54 hours total
Fundamentals of winery management including the preparation of annual plans and budgets; labor management; legal compliance, and record-keeping.
Transfers to CSU only

VWT-272 Fundamentals of Wine Chemistry & Microbio **3 Units**
54 hours lecture; 54 hours total
Chemistry and microbiology of winemaking, including use of enzymes and yeasts; fermentation management; wine micro-organisms; phenols; aging; flavor development.
Transfers to CSU only

VWT-275 Winery Compliance and Recordkeeping **1 Unit**
18 hours lecture; 18 hours total
Introduction to federal, state and county laws and regulations for California wineries, including bonded winery establishment; winery operations recordkeeping; label compliance; government reporting.
Transfers to CSU only

VWT-280 Fall Winery Operations **3 Units**
36 hours lecture; 36 hours activity; 72 hours total
Prerequisite: *Completion of VWT-281 with a minimum grade of C.*
Recommended Preparation: *Completion of VWT-172 with a minimum grade of C.*
Condition on Enrollment: *Students must be at least 18 years of age.*
Winery operations for the fall season, including grape maturity monitoring; grape harvesting; fermentation, handling and storage of new wines; maintenance of wines from previous vintages; general cellar practices. Class operates the Teaching Winery.
Transfers to CSU only

VWT-281 Spring Winery Operations **3 Units**
36 hours lecture; 36 hours activity; 72 hours total
Condition on Enrollment: *Student must be at least 18 years of age.*
Winery operations for the winter and spring seasons, including handling and storage of new wines; maintenance of wines from previous vintages; general cellar practices. Class operates the Teaching Winery.
Transfers to CSU only

VWT-282 Summer Winery Operations **1 Unit**
12 hours lecture; 12 hours activity; 24 hours total
Condition on Enrollment: *Student must be at least 18 years of age.*
Winery operations for the summer season, including handling and storage of new wines; maintenance of wines from previous vintages; general cellar practices. Class operates the Teaching Winery.
Transfers to CSU only

VWT-288 Current Topics in Winemaking **1 Unit**
18 hours lecture; 18 hours total
Condition on Enrollment: *Student must be at least 18 years of age.*
A presentation of current issues in winemaking. Course may include guest speakers and field trips to observe commercial practices. Topics vary with each offering.
Transfers to CSU only

VWT-290 Viticulture & Winery Technology WOEX 3 **0.5-3 Units**
30-225 hours work experience; 30-225 hours total
Supervised practical work experience. Intended to help the student integrate classroom study with on-the-job training in the wine industry. Student must meet with the Program Coordinator before enrolling.
Transfers to CSU only

VWT-291 Viticulture & Winery Technology WOEX 4 **3 Units**
270 hours lab; 270 hours total
Supervised practical work experience. Intended to help the student integrate classroom study with on-the-job training in the wine industry. Student must meet with the Program Coordinator before enrolling.
Transfers to CSU only

Welding (WELD)

WELD-100 Welding Theory & Practice 1 **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
This is a basic welding course which provides an awareness of welding and cutting processes and develops or upgrades limited manipulative skills involving oxy-fuel and plasma cutting and stick and wire feed welding. It is designed to introduce welding to community members and students in other vocational areas, and upgrade welders already in industry. This course satisfies the degree requirement for Machine Tool and DDGT.
Transfers to CSU only

WELD-101 Welding Theory & Practice 2 **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisite: *Completion of WELD-120 or WELD 130 or WELD-100 with a minimum grade of C.*
Recommended Preparation: *Completion of WELD-100 with a minimum grade of C.*
The second of a two-semester welding course designed to fit the needs of students in other vocational areas and upgrade welders already in the industry. This welding course is designed to upgrade and develop manipulative skills, technical knowledge and an appreciation of welding.
Transfers to CSU only

WELD-120 Welding Technology 1 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
This class provides a basis for all intermediate and advanced level courses.It is the first course of an extensive two-year program preparing the student for a skilled job in the field of welding. Beginning with trade safety, it provides training in manipulative skills in all phases of oxygen-fuel gas cutting, stick electrodes in various joints and positions, introduces GMAW, PAC, CAC-A, and related theory. Students will need to purchase some safety equipment.
Transfers to CSU only

WELD-121 Welding Technology 2 **7 Units**
90 hours lecture; 180 hours lab; 270 hours total
Prerequisites or Corequisites: *Previous completion of WELD-120 or WELD-130 or WELD-100. Concurrent enrollment in WELD-120 with a minimum grade of C.*
The second semester of Welding Technology advances into Gas Tungsten Arc Welding, SMAW electrode selection and the semi-automatic processes of hardwire and Flux core. Concepts and skills are developed with TIG, stick electrodes, core wire and Innershield in the vertical and overhead positions. Materials, preparation of joints and their design and related subjects will be covered.
Transfers to CSU only

WELD-150 Metal Fabrication 1 **3 Units**
36 hours lecture; 54 hours lab; 90 hours total
Prerequisite: *Completion of WELD-120 or WELD-100 with a minimum grade of C.*
Recommended Preparation: *Completion of MATH-90 and MATH-94 or equivalent with a minimum grade of C.*
Course in metal fabrication techniques to improve employable skills of the vocational technical student. Will include safety, the understanding and use of blueprints, use and care of tools, layout from blueprints, use of materials handbooks, hand-on fabrication of various projects, and joining processes. Repeatable once for credit. Students will need to purchase some safety equipment.
Transfers to CSU only

WELD-240 Welding Technology 3 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Prerequisite: *Completion of WELD-100 or WELD-120 or WELD 130 with a minimum grade of C.*
Recommended Preparation: *Completion of WELD-120 and WELD-121 or equivalent with a minimum grade of C.*
The third semester of Welding Technology continues with the advancement of welding skills in all areas. The study of joint design, materials, layout, symbols, metallurgy, material identification is expanded; material preparation and finishing, including patination is introduced.
Transfers to CSU only

WELD-241 Welding Technology 4 **7 Units**
54 hours lecture; 216 hours lab; 270 hours total
Prerequisite: *Completion of WELD-240 with a minimum grade of C.*
This is the capstone class of Welding Technology and applies the manipulative skills of welding with fabricating techniques. The student will be required to use the skills developed by drafting a project, prepare a materials list, time estimate, and then amount of time to fabricate the project. This is the fourth semester in a series of Welding Technology courses leading to an A.S. Degree or Certificate. This class prepares the student for AWS Qualification Tests in the use of stick electrodes and inert gas processes. Students will need to purchase some safety equipment.
Transfers to CSU only

Work Experience (WOEX)

WOEX-190 Work Experience Seminar **1 Unit**
18 hours lecture; 18 hours total
Corequisites: *Concurrent enrollment in WOEX-191 or WOEX-193.*
Exploration and evaluation of career-related topics including interpersonal relationships, job satisfaction, and career assessment. Coordination of on-the-job training with related classroom instruction. The student may re-enroll in this course until a maximum of 16 units of work experience credit have been cumulatively earned from all types of wort experience courses.
Transfers to CSU only

WOEX-191 General Work Experience 1 **1-3 Units**
60-225 hours lab; 60-225 hours total
Corequisites: *Concurrent enrollment in WOEX-190. Student must also be enrolled in a total of 7 college units including work experience (as required by Title 5).*
A course designed to provide supervised on-the-job experience to assist students in acquiring desirable work habits, attitudes, and career awareness. The work assignment need not be related to the student's occupational or educational goals. The student may re-enroll in this course until a maximum of 16 units of work experience credit have been cumulatively earned from all types of wort experience courses.
Transfers to CSU only

WOEX-193 Vocational Work Experience **1-4 Units**
75-300 hours lab; 75-300 hours total
Corequisites: *Concurrent enrollment in WOEX-190. Student must also be enrolled in a total of 7 college units including work experience.*
Provides learning opportunities of an occupational nature through employment (paid, unpaid or volunteer) in an occupation related to the student's major course of study. Work experience coordinates the practical on-the-job training with work maturely counseling and information and skills enrichment to enhance value and success in one's employment/employ-ability. The student may re-enroll in this course until a maximum of 16 units of work experience credit have been cumulatively earned from all types of wort experience courses.
Transfers to CSU only

NON-CREDIT COURSES

Arts for Older Adults Noncredit (ARTSNC)

ARTSNC-954 Visual Expression for Older Adults **0 Units**
24-48 hours lecture; 24-48 hours total
This non-credit course provides older adults with the opportunity to expand their knowledge of the visual arts through the study of various artistic techniques, tools and materials. In addition to hands-on projects, students will also explore the role of art in current and past cultures.
Not transferable

ARTSNC-980 Ceramic Arts for Older Adults **0 Units**
24-48 hours lecture; 24-48 hours total
This non-credit course provides students with the opportunity to expand their knowledge of ceramics through the study of various forming techniques and/or firing techniques. In addition to hands-on projects, students will also explore the role of Ceramic Art and Craft in current and past cultures.
Not transferable

Business Noncredit (BUSN/BUSNC)

BUSN-870 Computer App Wkshp **0 Units**
3 hours lecture; 3 hours total
This class introduces students to the operation of a Personal Computer (PC). Basic mouse and keyboard use in different programs, basic terminology, and Internet use and safety are emphasized.
Not transferable

BUSNC-600 Keyboarding **0 Units**
24 hours lecture; 24 hours total
This class introduces students to the basic operation of a microcomputer that emphasizes the mastery of the keyboard by touch. Correct posture and keying techniques are highlighted.
Not transferable

BUSNC-601 Basic Computer Skills **0 Units**
24 hours activity; 24 hours total
This course was developed to address the needs of students who have not used a Personal Computer (PC). There are many adults who have not previously had the opportunity or desire to use a PC and now have a personal or work-related need to do so.
Not transferable

BUSNC-605 Microsoft Word - Beginning **0 Units**
36 hours lecture; 36 hours total
An introduction to the fundamentals of a current word processing program. Emphasis is on developing word processing skills and techniques for the workplace. Topics will include: an overview of the major commands, steps to create documents, and applied skills to prepare letters, notes, and memos.
Not transferable

BUSNC-610 Microsoft Word-Advanced **0 Units**
27 hours lecture; 27 hours total
A practical course that covers the advanced features of one or more word processing programs. Material will include enhancing and manipulating documents with special features, using borders and frames with pictures, tables, charts, outlines, graphic features, formatting, styles, and designing of various types of documents. Emphasis is on developing advanced word processing skills and techniques for the workplace.
Not transferable

BUSNC-615 Microsoft PowerPoint **0 Units**
27 hours lecture; 27 hours total
A hands-on course designed to introduce the fundamentals of a current presentation software program. Emphasis is on developing presentation software skills for use in the workplace. Topics include: overview of commands in the slide development process, formatting, templates, printing of handouts, themes, transitions, and customization.
Not transferable

BUSNC-620 Introduction to Microsoft Excel for Business Professionals **0 Units**
18 hours lecture; 18 hours total
Students will design and create profession, well-organized spreadsheets for the business and home environment using Microsoft Excel. This introductory class will focus on preparing and formatting spreadsheets, inserting formulas, moving data within and between workbooks, and creating charts.
Not transferable

BUSNC-625 Microsoft Outlook **0 Units**
27 hours lecture; 27 hours total
This course covers the major components in Microsoft Outlook: E-mail, Calendar, People, and Tasks. The components will be explored in step-by-step tutorials.
Not transferable

Community Living Skills (YEMD)

YEMD-860 Comm Living Skills **0 Units**
6 hours lecture; 6 hours total
This course is designed to facilitate community adaptation for a group of chronically mentally ill adults. A range of topics will be presented in a discussion format. Topics will include such things as money management, cooking, using public transportation, basic communication skills, developing self-esteem and others.
Not transferable

YEMD-870 Bas Cook/Kitch Mgmt **0 Units**
9 hours lecture; 9 hours total
General baking instruction A. Following written instruction/recipes 1. Proper measurements 2. Proper equipment use 3. Terminology 4. Generalized baking technique B. Proper kitchen procedure.
Not transferable

Creative Writing Noncredit (LARN)

LARN-650 Creative Writing **0 Units**
16-24 hours lecture; 16-24 hours total
If you've lived a life, you have a story to tell. This course, for beginning or seasoned writer, give you the tools as well as the attitude you need to begin shaping stories from the rich, raw material of your life. You will learn how to touch memories and moments, making them come alive through your writing. Practice exercises, shared in class, help you create a compelling piece using effective imagery, dialogue and details.
Not transferable

LARN-651 Autobiography Writing **0 Units**
16-24 hours lecture; 16-24 hours total
If you've lived a life, you have a story to tell, This course, for beginning or seasoned writers, gives you the tools as well as the attitude you need to begin shaping stories from the rich, raw material of your life. You will learn how to touch memories and moments, making them come alive through your writing. Practice exercises, shared in class, help you create a compelling piece using effective imagery, dialogue and details.
Not transferable

Criminal Justice Training-Noncredit (CJTNC)

CJTNC-600 Law Enforcement Skills and Knowledge Modular **0 Units**
2-40 hours lecture; 2-40 hours total
This course provides law enforcement skills and knowledge training from one to 42 topical areas designed to enhance job performance and to meet California P.O.S.T requirements for continuing professional training for peace officers and dispatchers.
Not transferable

CJTNC-610 Preparing for The Basic Police Academy **0 Units**
4 hours lecture; 4 hours total
This course assists students with preparing for entrance to a basic police academy training program.
Not transferable

ESL Noncredit (ABEN)

ABEN-600 Basic Education **0 Units**
3 hours lecture; 3 hours total
This basic skills course for adults will include foundation work and practice in listening, speaking, reading, writing, critical thinking and math. The class has an all inclusive format of individualized instruction and study group work for improvement and increased proficiency in adult basic skills. The course objective is to prepare students for continuing education, GED, college and future careers.
Not transferable

ABEN-650 GED Preparation **0 Units**
3 hours lecture; 3 hours total
This course will prepare individuals to successfully complete the high school equivalency examination. The course materials covered in this class will be math, social science, English, natural science and literature.
Not transferable

ABEN-651 High Sch Soc Scienc **0 Units**
6 hours lecture; 6 hours total
This course is designed as a part of the ADELANTE summer academic enrichment program for at-risk high school students. Offered by mutual agreement with the Napa Valley Unified School District, the curriculum duplicates existing courses offered by NVUSD, and, where possible, is taught by NVUSD staff instructors using NVUSD adopted materials. The students are pre-tested to determine their entry point into the curriculum sequence and are post-tested upon completion of the six week program to determine eligibility for high school credits earned. Documentation of units earned will be forwarded to the appropriate high school counselors. The curriculum is based upon a sequence of 4 social Science courses beginning with a grade of 9 survey of Western Civ and ending with grade 12 American Govt.
Not transferable

ABEN-652 High Sch Leadership **0 Units**
6 hours lecture; 6 hours total
This course is designed as a part of the ADELANTE summer academic enrichment program for at-risk high school students. Offered by mutual agreement with the Napa Valley Unified School District, the curriculum duplicates existing courses offered by NVUSD, and, where possible, is taught by NVUSD staff instructors using NVUSD adopted materials. The students are pre-tested to determine their entry point into the curriculum sequence and are post-tested upon completion of the six week program to determine eligibility for high school credits earned. Documentation of units earned will be forwarded to the appropriate high school counselors.
Not transferable

ABEN-653 High School E.S.L. **0 Units**
6 hours lecture; 6 hours total
This course is designed as a part of the ADELANTE summer academic enrichment program for at-risk high school students. Offered by mutual agreement with the Napa Valley Unified School District, the curriculum duplicates existing courses offered by NVUSD, and , where possible, is taught by NVUSD staff instructors using NVUSD adopted materials. The students are pre-tested to determine their entry point into the curriculum sequence and are post-tested upon completion of the six week program to determine eligibility for high school credits earned. Documentation of units earned will be forwarded to the appropriate high school counselors. The curriculum is based upon a sequence of 1 course beginning with grade 9 ESL and ending with grade 12 ESL.
Not transferable

ABEN-654 High School Science **0 Units**
6 hours lecture; 6 hours total
This course is designed as a part of the ADELANTE summer academic enrichment program for at-risk high school students. Offered by mutual agreement with the Napa Valley Unified School District, the curriculum duplicates existing courses offered by NVUSD, and, where possible, is taught by NVUSD staff instructors using NVUSD adopted materials. The students are pre-tested to determine their entry point into the curriculum sequence and are post-tested upon completion of the six week program to determine eligibility for, high school credits earned. Documentation of units earned will be forwarded to the appropriate high school counselors. The curriculum is based upon a sequence of 3 science courses beginning with grade 9 LA Communidad and ending with grade 12 Earth Science.
Not transferable

ABEN-655 High School English **0 Units**
6 hours lecture; 6 hours total
This course is designed as a part of the ADELANTE summer academic enrichment program for at-risk high school students. Offered by mutual agreement with the Napa Valley Unified School District, the curriculum duplicates existing courses offered by NVUSD, and, where possible, is taught by NVUSD staff instructors using NVUSD adopted materials. The students are pre-tested to determine their entry point into the curriculum sequence and are post-tested upon completion of the six week program to determine eligibility for high school credits earned. Documentation of units earned will be forwarded to the appropriate high school counselors. The curriculum is based upon a sequence of 4 English courses beginning with grade 9 English and ending with grade 12 English.
Not transferable

ABEN-656 High School Credit-Math **0 Units**
48-64 hours lecture; 48-64 hours total
This course is designed as a part of the ADELANTE summer academic enrichment program for at-risk high school students. Offered by mutual agreement with the Napa Valley Unified School District, the curriculum duplicates existing courses offered by NVUSD, and, where possible, is taught by NVUSD staff instructors using NVUSD adopted materials. The students are pre-tested upon completing of the six week program to determine eligibility for high school credits earned. Documentation of units earned will be forwarded to the appropriate high school counselors. The curriculum is based upon a sequence of 4 mathematics courses beginning with grade 9 general math and ending with grade 12.
Not transferable

ABEN-750 ESL **0 Units**
This course is designed for students whose primary language is not English. The emphasis will be on understanding English both in conversation and writing.
Not transferable

ABEN-753 ESL for Hospitality Workers **0 Units**
64 hours integrated lab; 64 hours total
This course is designed for hospitality employees interested in improving basic English skills in the workforce environment. The course will help prepare workers for entry-level jobs and other related positions. The emphasis will be on conversational skills; however, grammar and vocabulary development will also be addressed.
Not transferable

ABEN-755 Preparation for College ESL **0 Units**
48-64 hours lecture; 48-64 hours total
This course is designed for non-English-speaking students interested in taking credit ESL classes. The emphasis is on basic grammar and vocabulary and academic skills needed to succeed in a college environment. Literacy in native language is recommended.
Not transferable

ABEN-800 Citizenship **0 Units**
3 hours lecture; 3 hours total
This course is designed to help prepare you for the Immigration and Naturalization Services (INS) Interview/Exam. The class will cover topics on U.S. history, federal, state, and local government and the structure of our political system. Students will also review frequently asked questions and practice reading and writing English.
Not transferable

English as a Second Language-Noncredit (ESLNC)

ESLNC-855 ESL Reading, Writing and Grammar 1 **0 Units**
108 hours lecture; 108 hours total
Recommended Preparation: *Appropriate score on the ESL placement test.*
This course is the reading, writing, and grammar component of Level 1 of the ESL program. Students will study basic English reading, writing, and grammar skills. They will read short articles and texts and write short paragraphs using simple and compound sentences in English.
Not transferable

ESLNC-862 ESL Communication 1 **0 Units**
90 hours lab; 90 hours total
This course is the listening/speaking component of Level 1 of the ESL Program. Students will engage in low-intermediate level comprehension skills from a range of essential points and details in spoken English. Students will build on communication skills with short conversations about familiar and unfamiliar topics and contexts, listening comprehension, vocabulary skills, pronunciation, and overall fluency.
Not transferable

ESLNC-865 ESL Reading, Writing and Grammar 2 **0 Units**
108 hours lecture; 108 hours total
Recommended Preparation: *Completion of ESLNC 855 or appropriate placement.*
This course is the reading, writing and grammar component of level 2 of the ESL program. Students will build on basic reading, writing, and grammar skills of Level 1, learning to write simple narrative, descriptive, and expository paragraphs and short compositions, using present, past, and future tenses, and simple, compound, and complex sentences. They will learn to revise and edit their writing as well as improve reading skills such as reading comprehension and speed, vocabulary development (including vocabulary in context), summarizing written material, and overall language fluency.
Not transferable

ESLNC-875 ESL Reading, Writing and Grammar 3 **0 Units**
108 hours lab; 108 hours total
This course is Level 3 of the college ESL program focusing on the integration of the major language learning components, including reading, writing, and grammar. Students will build on the major components of ESL Reading, Writing, and Grammar 2, reading full-length works of fiction and/or nonfiction and continuing to improve and expand reading comprehension, vocabulary skills, and overall written fluency by revising paragraphs and short narrative and descriptive compositions with clear introductions, support and conclusions. Grammar will include review of all simple and progressive verb tenses and the construction of compound and complex sentences.
Not transferable

ESLNC-884 ESL Communication 2 **0 Units**
90 hours lab; 90 hours total
This course is the listening/speaking component of Level 2 of the ESL Program. Students will engage in a high-intermediate comprehension of a range of essential points and details in spoken English. Students will build on communication skills with extended conversations, classroom discussions and oral presentation skills on a variety of subjects.
Not transferable

ESLNC-885 ESL Reading, Writing and Grammar 4 **0 Units**
108 hours lab; 108 hours total
This course is Level 4 of the college ESL program focusing on the integration of the major language learning components, including reading, writing, and grammar. Students will build on the major components of ESL Reading, Writing, and Grammar 3, reading full-length works of fiction and/or nonfiction and continuing to improve and expand reading comprehension, vocabulary skills, and overall written fluency. They will write, revise, and edit paragraphs and short essays, summarize and respond to selected readings, and improve their ability to identify and correct common errors of in grammar and syntax.
Not transferable

English-Noncredit (ENGLNC)

ENGLNC-800 Writing Success 1 **0 Units**
18 hours lab; 18 hours total
English 800 provides directed study to strengthen basic writing skills under supervision of the Writing Success Center. Part of a sequence to support student writing, this course is frequently linked with other English classes.
Not transferable

ENGLNC-801 Writing Success 2 **0 Units**
18 hours lab; 18 hours total
English 801 provides directed study of college-preparatory writing skills under supervision of the Writing Success Center. Part of a sequence to support student writing, this course may be taken independently; it may also be offered as a link to more advanced English classes.
Not transferable

ENGLNC-810 Supervised Writing **0 Units**
18 hours lab; 18 hours total
This course provides support for writing skills under supervision of the Writing Success Center, via workshops, online modules, directed activity, and other tutoring activities. P/NP grading only.
Not transferable

Family Noncredit (FAMN)

FAMN-600 Strategies for Effective Elder Care **0 Units**
9 hours lecture; 9 hours total
This course covers effective caregiving for the Elderly. Strategies for caregiving that meet the needs of the elderly will be discussed.
Not transferable

FAMN-601 Professionalism and Ethics in Elder Care **0 Units**
9 hours lecture; 9 hours total
This course explores Professionalism and ethical conduct for people working with seniors in an Elder care facility.
Not transferable

Hospitality Noncredit (HOSPNC)

HOSPNC-600 Tips Training: Responsible Beverage Service **0 Units**
3 hours lecture; 3 hours total
TIPS is a nationally certified program providing the skills to help servers, sellers, and consumers of alcohol, on how to prevent intoxication, drunk driving, and underage drinking. A test will be given at the end of the class. Students passing the test will receive an industry recognized, third-party certificate upon completion of class.
Not transferable

HOSPNC-601 Culinary Customer & Banquet Service **0 Units**
6 hours lecture; 6 hours total
This class will explore the differences between customer service and hospitality, and provide an overview of the basics of banquet service including the tools to be successful in an entry level service position. Students will explore Sequence of Service; establishing team metrics for service; problem solving customer service issues and best practices for product knowledge and upselling techniques. This hands-on training will familiarize students with industry procedures, train servers on efficiently and effectively performing the role of a banquet server and provide the basics to present a strong service ethic while working as a server.
Not transferable

HOSPNC-602 Food Handler: Food Safety Certification **0 Units**
3 hours lecture; 3 hours total
Completion of this course and successfully passing the exam will result in participants receiving the Food Handler's Certificate and Card, recognized by the Napa County Health Department. Completion of the course will give you a better understanding of what causes food-borne illnesses and what you can do to help prevent them. Food handlers must maintain a valid Food Handler Card for the duration of employment. The cards are valid throughout most of the state including Napa Sonoma County. Certification is valid for three years from issuance. Each food facility must maintain records documenting that each employee possesses a valid California Food Handler Card that can be provided to local enforcement officials upon request. Please note that a valid photo ID is needed to take the exam.
Not transferable

Learning Skills-Noncredit (LRNSNC)

LRNSNC-601 Differential Learning Diagnosis **0 Units**
18 hours activity; 18 hours total
Through diagnostic assessment, observation, and assignments, students are made aware of their learning strengths and weaknesses and their preferred learning style. Students are given assistance in arranging their instructional program so that opportunities for success are optimized. Before enrollment, students must meet with Learning Specialist. P/NP Grading only.
Not transferable

LRNSNC-602 Differential Learning Tutoring **0 Units**
18 hours activity; 18 hours total
Through diagnostic assessment, observation, and assignments, students are made aware of their learning strengths and weaknesses and their preferred learning style. Students are given assistance in arranging their instructional program so that opportunities for success are optimized. Student must qualify for this course through diagnostic assessments. P/NP grading only.
Not transferable

Learning Skills (YEDD)

YEDD-800 Reading **0 Units**
30 hours lecture; 30 hours total
This course includes instruction in pre-reading skills, word analysis, vocabulary development, reading comprehension, oral and silent reading handwriting and spelling with primary emphasis on the application of these skills to real life situations. Instruction is iridi vidualized according to the neeas and abilities of each student and includes one- to-one sessions, group activities, independent study and occasional field trips to provide opportunities to apply survival reading skills to the real world.
Not transferable

YEDD-820 Basic Math Concepts **0 Units**
4 hours lecture; 4 hours total
Following diagnostic testing each student is independently placed in an appropriate math unit. Once placed, the student works on an individual basis toward the goal of being able to use the math concepts to function and serve in society. Units include money management, time management and basic operational skills.
Not transferable

LGBT Studies Noncredit (LGBTNC)

LGBTNC-600 LGBT Community Awareness for the Workforce **0 Units**
2-8 hours lecture; 2-8 hours total
This course provides a variety of topics for members of the public and private workforce on how to better understand and serve individuals and families in the lesbian, gay, bisexual, and transgender community.
Not transferable

LGBTNC-610 Safe Space Training for Educators **0 Units**
3 hours lecture; 3 hours total
This course prepares members of K-16 educational institutions to create safe learning environments for LGBT students and meets the training for requirements for "Safe Space" programs.
Not transferable

Mathematics-Basic Skills Noncredit (MATHNC)

MATHNC-600 Basic Mathematics **0 Units**
36-72 hours lab; 36-72 hours total
Designed for the student for whom traditional mathematics instruction has not been successful. Individualized, self-paced instruction in whole numbers and fractions. Not open to students who have received a Cr or a grade of C or better in other mathematics courses without assessment. Pass/no pass grading; open entry/open exit.
Not transferable

Music-Older Adults Noncredit (MUSINC)

MUSINC-740 Vocal Expression for Older Adults **0 Units**
36 hours lab; 36 hours total
This non-credit course provides older adults with the opportunity to expand their knowledge of solo singing through the study of various musical genres, vocal techniques, and singing repertoire.
Not transferable

MUSINC-750 Mindful Singing for Older Adults **0 Units**
32-64 hours lecture; 32-64 hours total
This class will provide an opportunity to experience and participate in a music setting through singing and playing rhythm instruments. No previous musical experience necessary.
Not transferable

MUSINC-770 Instrumental Ensemble for Seasoned Musicians **0 Units**
32-64 hours lecture; 32-64 hours total
This class provides an opportunity for mature adults to participate in a music ensemble setting by playing musical instruments.
Not transferable

Physically Limited (YEPL)

YEPL-641 Expressive Movement **0 Units**
1 hours lecture; 1 hours total
This course is designed to promote integrated (physical, mental, emotional) health through expressive movements and exercises. Students will learn techniques of movement, relaxation, awareness and breath control that will aid Flexibility, balance, balance of pain and-increased energy.
Not transferable

YEPL-700 Creative Journey **0 Units**
1 hours lecture; 1 hours total
Topics Issues regarding past, present, future are brought to consideration thru the use of multimedias. Music, pictures and tapes (video) as well as actual materials will be used to generate expression of memories, ideas, and sense stimulation.
Not transferable

YEPL-750 Singing/Music Basic **0 Units**
This class will provide an opportunity to experience and partcipate in a music setting through singing, movement and playing rhythm instruments. Music fundamentals and history of songs will be presented with discussion and reminiscence encouraged.
Not transferable

YEPL-952 Art **0 Units**
1 hours lecture; 1 hours total
The goal of this course is to encourage, and facilitate, the student's introduction into the field of art. Emphasis will be placed on strengthening the student's self confidence and self expression through two basic modes. 1. Challenging the student to greater awareness and sensitivity to his/her individual processes. 2. use of various art media in essentially non-goal oriented creative expression. The course will be experiential, and integrative of modes of perception, e.g. visual and verbal, mind and feeling.
Not transferable

YEPL-954 Expressive Art **0 Units**
1 hours lecture; 1 hours total
This course will explore the therapeutic value of self expression through visual art experiences. A variety of media and techniques will be used to increase self-awareness and self-esteem.
Not transferable

Specialized Instruction (YNVS)

YNVS-760 Comm Partic Skills **0 Units**
30 hours lecture; 30 hours total
This course is designed to aid students in vocational exploration and basic living skills.
Not transferable

Theater Noncredit (THEANC)

THEANC-750 Acting With Ease for Older Adults **0 Units**

16-24 hours lecture; 16-24 hours total

This class provides an opportunity for older adults to experienc and participate in a theater setting through interactive engagement with the acting process and plays. Memorization, communication and peer-to-peer activities are key learning methodologies. Students of all levels of acting experience are encouraged to take this class for enrichment and live-performance opportunities.

Not transferable

Wine and Agriculture Noncredit (AGN)

AGN-820 Basic Gardening **0 Units**

3 hours lecture; 3 hours total

This course is a unique opportunity to take classes in the Upper Valley Campus garden, the educational hub for farm to table cuisine for Napa Valley Cooking School. Adults will work together to maintain and expand the gardens. Through lecture and hands-on experiential learning, students will explore the fundamentals of small-scale agriculture, ranging from conventional to organic gardening. The course will cover a basic to intermediate level of gardening and introduce topics such as: plant recognition, seasonal planting for area, soil management, pest control, pollinators, basic planting and harvesting, chicken care, and composting. No previous experience in the natural sciences, horticulture, ecology, landscape design, farming, gardening or other subject area is required.

Not transferable

NAPA VALLEY COLLEGE STAFF

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Assistant Superintendent/Vice President, Student Affairs
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M.A. - Sonoma State University

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B.A. - University of Pennsylvania
M.S. - San Diego State University

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