

COASTLINE  
COLLEGE

FALL  
2018

# Class Schedule



**UPGRADE**

*TO THE NEW*

**YOU**

**BE THE HERO  
OF YOUR OWN WORLD**



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# PRESIDENT'S MESSAGE

Dear Students:

Welcome to Coastline Community College! We are honored to serve you during the Fall semester of 2018 and are very glad you have made the wise choice for YOUR future by enrolling at Coastline.

Investing in a college education is still the smartest investment you can make. Research consistently shows that college graduates earn more than those with high school diplomas—as much as 40% more over the course of their lifetime. Degree earners also find more job opportunities open to them and tend to be happier with their careers. If that sounds like the future you want, you've definitely come to the right place. As a fully accredited college, Coastline provides affordable, accessible, and high quality education at three beautiful campuses in Orange County (Garden Grove, Newport Beach, and Westminster), as well as convenient, online courses and degrees you can take right from your home, wherever you live.

Coastline is focused on YOUR Success. Since we started in 1976, our focus has been on helping YOU, the student, achieve your academic and career goals. Whether your goal is to earn your Associate degree and transfer to a university or to complete a certificate to improve your career opportunities, Coastline is here to help YOU succeed. You can count on first-class student support services and programs, low student-faculty ratio, high-caliber faculty, and academic excellence.

You can complete courses on-site; you can pick up that extra class you need to complete your coursework and degree program at a four-year university; or get a 100% online degree through our distance learning program—the opportunities are plentiful. If you are interested in a career in cybersecurity, paralegal studies, process technology, or other high-in-demand careers, Career and Technical Education is also available to you with remarkably successful career placement statistics. Or if you are a member of the Military, Coastline also provides nationally-recognized educational programs and services to thousands of active-duty Service members, and their family members worldwide through our Extended Learning Division for active-duty military and veterans.

Ranked as one of the fastest growing community colleges in the United States by Community College Week, Coastline is one of the most unique community colleges in California. You will find that with offerings such as transfer degree programs, 100% online degrees, site-based degrees, military education, corporate training, workforce development programs, and Career and Technical Education offerings, you have many choices and great opportunities to achieve your goals. Rest assured, you have come to the right college because we care about you, and we are deeply committed to supporting your success. Have a wonderful and productive year.

Sincerely,



Dr. Loretta P. Adrian  
President



# IMPORTANT DATES

August 26 (Sunday) .....	Residency Determination Date
August 27 (Monday) .....	Class instruction begins
September 2 (Sunday).....	Last day to enroll in 1st 8-week onsite and Distance Learning classes with instructor permission
September 9 (Sunday).....	Last day to enroll in 16-week onsite and Distance Learning classes with instructor permission
September 24 (Monday) .....	Mid, 8-week classes begin
October 22 (Monday) .....	Second, 8-week classes begin
November 9 (Friday).....	Filing deadline—Fall Graduation
December 14 (Friday).....	End of semester

## Holidays (College closed–No Classes)

September 3 (Monday) .....	Labor Day
November 12 (Monday) .....	Veterans Day
November 22-25 (Thursday & Sunday).....	Thanksgiving Holiday
December 17-January 1 .....	Winter Break

## Drop Dates

Refer to your Student Program (Web Schedule Bill) at MyCCC for exact deadlines.

**DEADLINE TO SELECT PASS/NO PASS GRADING OPTION**—Students wishing to select the P/NP grading option courses must submit the form to the Admissions Office by the same deadline date as the last day to drop without a “W”. The deadline date for each course can be found on your MyCCC “Student Class Program (web schedule bill)” or on the coastline.edu searchable schedule.

**REFUND POLICY**—Refund policy for enrollment, health, material, nonresident tuition and parking fees for short-term classes is the refund cutoff date on which 10% of the class meeting has occurred. Refer to your Student Schedule/Bill at MyCCC for exact refund dates.

**CLASS CANCELLATION**—The college reserves the right to cancel classes. All classes offered are based upon sufficient enrollment to economically warrant them. Classes may be cancelled as a result of low enrollment, State legislation, and/or financial considerations. When classes are cancelled due to low enrollment, every attempt will be made to help students adjust their academic schedules.

**ATTENTION: MILITARY & CORPORATE EDUCATION STUDENTS**— The above calendar and published Non-Payment Drop Policy may not apply to students registering for the Military/Corporate education terms. For applicable TA/Payment and Drop Deadlines, check the Military & Corporate Education Academic Calendar.

### Coastline’s Vision:

Creating opportunities for student success.

**Coastline’s Mission:** Coastline Community College steadfastly focuses on providing access and supporting student success and achievement. Inspired by an innovative and student-centered mindset, Coastline delivers flexible courses and services that cultivate and guide diverse student populations across the globe to complete pathways leading to the attainment of associate degrees, certificates, career readiness, and transfer to four-year colleges/universities.

### Coastline Community College

President: Loretta P. Adrian, Ph.D.

### Coast Community College District

Chancellor: John Thomas Weispfenning, Ph.D.

**Accreditation:** Coastline is accredited by the Western Association of Schools and Colleges, a nationally recognized regional accrediting agency.

**Non-Discrimination Statement:** The Coast Community College District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities. The District does not discriminate unlawfully in providing educational or employment opportunities to any person on the basis of race or ethnicity, gender, gender identity, gender expression, religion, age, national origin, sexual orientation, marital status, medical condition, pregnancy, physical or mental disability, military or veteran status, or genetic information 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.

.....  
**Visit [coastline.edu](http://coastline.edu) for class schedule.**

# ASSOCIATED STUDENT GOVERNMENT



Hello Fellow Students,

Welcome to Coastline Community College's 2018 Fall semester! Whether you are a new student or one that is getting ready to graduate, we are certain that you will be satisfied with our on-site, online, and blended programs. At Coastline, you will find approachable and helpful faculty who care about your academic experience and success in and beyond the classroom. The time is now to move closer to your goals and we are here to help you make it happen at Coastline! While here, please consider participating in Associated Student Government (ASG)! We truly need and welcome input from all students— Distance Learning students, Military Ed, and traditional on-campus students. We are a collaborative group that advocates on students' behalf, functioning as a conduit of information between district/ college administration and students. We fund scholarships, activities, and club activities, as well as brainstorm ways to foster student life at Coastline. ASG members also participate in student governance on a regional and statewide scale, ensuring that our group accurately represents students' concerns.

For more info, visit us on the web at [www.coastline.edu/asg](http://www.coastline.edu/asg), email us at [asg@coastline.edu](mailto:asg@coastline.edu), or give us a call at (714) 241-6253. ASG has an open-door policy and we welcome any questions, comments, or suggestions. We look forward to hearing from you!

Sincerely,

ASG

EMAIL: [asg@coastline.edu](mailto:asg@coastline.edu)

WEB: [www.coastline.edu/asg](http://www.coastline.edu/asg)

PHONE: (714) 241-6253

# Enrollment Steps to Success

1

## APPLY ONLINE

NEW/RETURNING STUDENTS — Visit [www.coastline.edu](http://www.coastline.edu)

CONTINUING STUDENTS — Do not need to apply!

2

## APPLY FOR FINANCIAL AID

NEW STUDENTS — Visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

CONTINUING STUDENTS — Submit a new fee waiver application each year, beginning with the summer term

3

## TAKE PLACEMENT TEST

Placement tests or multiple measures assessment can be used to place students in Math/English courses.

Visit <http://www.coastline.edu/services/assessment-center/> to schedule appointment.

4

## ONLINE ORIENTATION

No appointment needed —

Visit <http://www.coastline.edu/orientation>

5

## RECEIVE ACADEMIC COUNSELING

Bring high school and/or other college transcripts for course placement

Walk-in, e-chat, and e-advising counseling available

Have a counselor-approved student educational plan in DegreeWorks

6

## UPDATE PERSONAL INFORMATION

Access MyCCC to update your contact information (mailing address & phone number) for accuracy

7

## REGISTER FOR CLASSES AT MyCCC

NEW STUDENTS — Visit "MyCCC" for registration date and time

CONTINUING STUDENTS — Visit "MyCCC" for registration date and time

8

## PAY YOUR FEES

Fees are due when you register

Pay by credit card on MyCCC

Make check or money order payable to Admissions and Records

9

## ATTEND CLASSES

It is very important to attend the first class meeting



## Student Success Centers

The Student Success Center provides students with tutors in multiple subjects including writing (any discipline), math, biology, chemistry, accounting, and more!

- Comfortable study areas with tables and desks.
- Internet-connected computers for research, school email, and homework.
- Study independently or with a group!
- Online tutoring is also available.

The Student Success Center is located at each of our Campuses.

For tutoring schedule and more information visit [www.coastline.edu/ssc](http://www.coastline.edu/ssc) or call (714) 241-6184, x17420

### **GET A HEAD START ON YOUR ACADEMIC GOALS**

FREE on-site and online tutoring services available for all major disciplines for all Coastline students. You can request a tutor for general studies, accounting, science, writing, reading, and study skills/time management.

For more information, visit Student Success website at [www.coastline.edu/ssc](http://www.coastline.edu/ssc) or call (714) 241-6184, Ext. 17420 or email: [success@coastline.edu](mailto:success@coastline.edu)

# TIPS ON GETTING THE CLASSES YOU WANT!

## What if the class is closed?

1. If space is available, add yourself to the WaitList.
2. Check your MyCCC account for up-to-date information on your WaitList status. Your WaitList placement will change once students drop or are dropped for non-payment from the course.
3. Check your STUDENT email account several times daily. Once a seat opens, you will be notified immediately and you will have a 24-hour window period from the time of notification to add yourself to the class, (students with current cell phone numbers will also receive a text notification). If you miss the 24-hour window period, you will be removed from the WaitList.
4. Remember, classes do not always remain closed. Check the Web Class Schedule often to see if the class reopens.
5. Go to the first class meeting. Even though the class is full, instructors may be able to add additional students upon no shows or drops.

## What if I need money?

1. Need financial aid or a student loan? You may file your application online at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
2. Coastline's Financial Aid office at: [www.coastline.edu/services/financial-aid](http://www.coastline.edu/services/financial-aid), Phone: (714) 241-6239.
3. Used textbooks cost less than new and sell out early. You may purchase your textbooks at the Coastline bookstore or Rent-A-Text is also a viable option. For more information, go to [www.coastline.edu](http://www.coastline.edu) and click on Bookstore.
4. Another source for financial aid information, check out: [www.icanaffordcollege.com](http://www.icanaffordcollege.com)
5. There are increased benefits for Veterans. Call our office at: (714) 241-6325.
6. You may meet the eligibility criteria for additional support services through the following offices:

Disabled Student Program Services (DSPS): (714) 241-6214

CalWORKs: (714) 241-6237

EOPS/CARE/NextUp: (714) 241-6237

## New/Returning Students

- Apply Early—online at: [www.coastline.edu](http://www.coastline.edu)
- Complete enrollment—Steps to Success on page 5.

## Students

Check your MyCCC home page frequently for the following information:

1. On the Student tab of your home page, select: REGISTRATION STATUS.
2. Clear HOLDS.
3. Check the Web Class Schedule and class availability often.
4. Check other information such as grades, announcements, email message(s), etc.
5. If you need an assessment test, sign up sooner as opposed to later, call (714) 241-6285.
6. If you need a counseling appointment, make an appointment today, call (714) 241-6162.



# ADMISSION INFORMATION

In order to be eligible for priority registration and to get the classes you need students must meet ALL the following requirements prior to April 13, 2018.

1. Completed placement testing and orientation (or equivalent).
2. Have a counselor-approved Student Education Plan (SEP) on file with a specified Course of Study that leads to an Associate Degree (AA, AS, or ADT) transfer, State-approved Certificate of Achievement, or career advancement.
3. Be in good academic standing and/or progress standing.
4. Have not earned more than 100 degree-applicable units within the Coast Community College District (Coastline Community College, Golden West College, and Orange Coast College).

## ADMISSIONS INFORMATION WHO MAY APPLY

Anyone 18 years of age or older and who can profit from instruction qualifies for admission. If under age 18, you will qualify for admission if you have satisfied one of these:

1. Graduated from high school.
2. Passed the California High School Certificate of Proficiency Test or the equivalent.
3. Completed the 8th grade and received permission from your high school and parent to attend.

High school students may be eligible for Coastline Community College's Special Part-Time Program. The Special Part-Time Program is designed for 9th through 12th grade high school students seeking advanced scholastic or vocational coursework not available at the high school. The school and the college will

determine who may enroll based on their judgment of the applicant's ability to profit from instruction. The college has the right and responsibility to restrict enrollment for reasons of health and safety, appropriateness of the course, preparedness of the student, college policy, state law and space availability. **NOTE:** In accordance with SB338, enrollment in physical education courses have been restricted or excluded.

**NOTE:** Not all courses offered at Coastline Community Colleges are available for Special Part-Time enrollment. All assessments, prerequisites and necessary qualifications must be met in order to be considered for enrollment as a Special Part-Time student. Consult the current class schedule or College Catalog for course prerequisites and other requirements.

According to state guidelines, students enrolled in home school must be associated with a program approved through your County, or must be a person holding a California teaching credential, or must hold a current private school affidavit filed with the State Superintendent of Public Instruction.

## RESIDENCE REQUIREMENTS CALIFORNIA RESIDENCE

Generally, California residence is established by one of the following:

1. If the applicant is under the age of 18, his or her parents must have had legal residence in California for a minimum of 12 consecutive months preceding the day before the first day of the semester or summer session.
2. If the applicant is 18 but not yet 19 years of age, the applicant and the applicant's parents or legal guardian must have residence in California for a

minimum of 12 consecutive months preceding the day before the first day of the semester or summer session.

3. If the applicant is 19 years of age or older, the applicant must have had legal residence in California for a minimum of 12 consecutive months preceding the day before the first day of the semester.
4. Alien students holding visas which do not preclude them from establishing residency in California must have legal residence in California for a minimum of 12 consecutive months preceding the day before the first day of the semester.

**\*Residency Exemption**—Nonresident Tuition Exemptions for Refugees, Special Immigrant Visa holders, and Others

In 2017, the California Legislature also enacted Assembly Bill 343, which establishes a new exemption from nonresident tuition for refugees with special immigrant visas (SIVs) who have fled Afghanistan, Iraq, Syria or other countries. Please contact the Residency Specialist at [ocresidency@occ.cccd.edu](mailto:ocresidency@occ.cccd.edu) for more information. Effective January 1, 2018, Education Code section 68075.6 grants an exemption to nonresident tuition for: (1) Iraqi citizens or nationals (and their spouses and children) who were employed by or on behalf of the United States Government in Iraq, and who meet certain criteria (Ed. Code, § 68075.6, subd. (b)(1); Public Law 110-181,

§ 1244); (2) translators (and their spouses and children) who worked directly with the United States Armed Forces, and who meet certain criteria (Ed. Code, § 68075.6; Public Law 109-163, § 1059); and (3) refugees (Ed. Code, § 68075.6, subd. (b)

(1), 8 U.S.C. § 1157). These exemptions only apply to those who settled in California upon entering the United States. (Ed. Code, § 68075.6, subd. (b)(1).) Students who settled elsewhere in the United States, and then moved to California would not be eligible for this exemption and would be required to either establish residency or pay nonresident tuition. Under Education Code section 68122, T and U visa holders are also exempt from nonresident tuition by extension of Assembly Bill 343.

Assembly Bill 343 also states that the exemption for a student is only available for the maximum time it would take for the student to establish residency. (Ed. Code, § 68075.6, subd. (b)(1).) That time, and therefore any nonresident tuition exemption, will expire one year from the date the student settled in California upon entering the United States. (Ed. Code, § 68017.) Upon expiration of the nonresident tuition exemption, the student will either have established residency in California, or will have an intention to reside elsewhere, and be subject to nonresident tuition.

It is the responsibility of all students to maintain an accurate address on file with the Admissions and Records Office.

### NON-CALIFORNIA RESIDENTS

The following conditions are applicable regarding nonresident fees:

1. Students who are not residents of California as of the day immediately preceding the first day of the semester or summer session will be required to pay a nonresident tuition and capital outlay fees.
2. Active duty Servicemembers are exempt from nonresident tuition fees provided they are in California for a purpose other than attending a state supported institution of higher education.
3. Dependents of Servicemembers are granted a one-year exemption from paying the nonresident tuition fee. The one-year period begins on the date the dependent enters California. After the exemption period has ended, dependents will be charged

nonresident tuition and capital outlay fees unless they have met the residency intent and durational requirements for a one-year period prior to the residency determination date.

4. Veteran military personnel that were stationed in California for more than one year prior to separation qualify for the non-resident college fee waiver for one year within two years commencing immediately after discharge.
5. Minors (under 18 years of age and not married) will be required to pay the nonresident tuition and capital outlay fees if their parents or legal guardians reside outside the state even though such minors may have lived in California for one year or more.
6. Students who are financially dependent on their parents or legal guardians will be required to pay nonresident tuition capital outlay fees if their parents or legal guardians reside outside the state even though such students may have lived in California for one year or more.
7. Alien students holding visas which preclude them from establishing residency in California may be restricted in their enrollment at Coastline Community College and will have to pay nonresident tuition capital outlay fees.
8. AB 540 Exemption Eligibility Requirements  
Senate Bill 68 established a complex scheme for determining eligibility for the AB 540 exemption. Under Senate Bill 68, a student is exempt from paying nonresident tuition at the California Community Colleges if the student meets all of the following four requirements, as applicable:  
Requirement 1: Attendance at California schools. This requirement may be met in either of the following two ways:
  - Total attendance (or attainment of credits earned) in California equivalent to three or more years of full- time attendance at

California high schools, California high schools established by the State Board of Education, California adult schools (established by a county office of education, a unified school district or high school district, or the Department of Corrections and Rehabilitation), campuses of the California Community Colleges, or a combination of these; or

- Three or more years of full-time California high school coursework, and a total of three or more years of attendance in California elementary schools, California secondary schools, or a combination of California elementary and secondary schools (Ed. Code, § 68130.5, subd. (a)(1).)

Full-time attendance at a California community college means either 12 units of credit per semester (or quarter equivalent per year) or a minimum of 420 class hours per year (or semester or quarter equivalent per year) in non-credit courses authorized by Education Code section 84757. Attendance in credit courses at a California community college counted towards this requirement shall not exceed a total of two years of full-time attendance. (Ed. Code, § 68130.5, subds. (a)(1)(C)(i), (a)(1)(C)(ii).)

Full-time attendance at a California adult school means a minimum of 420 class hours of attendance for each school year in classes or courses authorized by Education Code section 41976, or Penal Codes sections 2053 or 2054.2. (Ed. Code, § 68130.5, subd. (a)(1)(C)(i).)

Requirement 2: Completion of a course of study. This requirement may be met in any of the following ways:

- Graduation from a California high school or equivalent.
- Attainment of an associate degree from a California community college.

- Fulfillment of the minimum transfer requirements established for the University of California or the California State University for students transferring from a California community college. (Ed. Code, § 68130.5, subd. (a) (2).)

**Requirement 3: Registration.**

Requires registration as an entering student at, or current enrollment at, an accredited institution of higher education in California. (Ed. Code, § 68130.5, subd. (a)(3).)

**Requirement 4: Affidavit of student without lawful immigration status.** Students without lawful immigration status must file an affidavit with their college or university stating that the student has either filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so. (Ed. Code, § 68130.5, subd. (a)(4).)

<sup>1</sup>Under Senate Bill 68, a “nonimmigrant alien” within the meaning 8 U.S.C. § 1101(a)(15) is not entitled to claim the exemption. These provisions identify a number of categories of visitors to the United States who have a form of temporary lawful status, but do not intend to establish residency.

<sup>2</sup>California General Educational Development (GED), High School Equivalency Test (HiSET), Test Assessing Secondary Completion (TASC), and California High School Proficiency Examination (CHSPE). See General Counsel Legal Opinions 05-09 and 06-02.

9. In accordance with SB 141, Coastline Community College will exempt from nonresident tuition, a nonresident student who is a U.S. citizen and who resides in a foreign country, if that student meets all of requirements of the bill. Contact the Residence clerk for a list of requirements.
10. This is a “Non Resident Tuition” Exemption: In accordance with AB669, a student who currently resides in California and is 19 years of age or under at the time of enrollment, who is currently a dependent or ward of the state through California’s child welfare system, or was served by California’s child welfare system and is no longer being served either due to emancipation or aging out of the

system, may be entitled to resident classification until he or she has resided in the state the minimum time necessary to become a resident.

Non-resident Tuition: \$258.00 per unit + \$12.00 per unit Non-Resident Capital Outlay. Students who are not California residents as defined by the Education Code are required to pay the non-resident tuition fee in addition to the fees described above. Please note that it is the student’s responsibility to prove that he/she is a California resident.

**VACA ACT**

**VETERANS ACCESS, CHOICE AND ACCOUNTABILITY ACT (VACA)**

Effective July 1, 2015, California Education Code (68075.5(c)c) allows California Community Colleges to grant full exemption from the nonresident fee for all students verified to be “covered individuals” per the below criteria and that qualify to use Montgomery GI Bill-Active Duty or Post-9/11 GI Bill education benefits (Chapters 30 and 33, respectively, of Title 38, U.S. Code) while living in California.

**COVERED INDIVIDUALS:**

1. A Veteran who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of discharge from a period of active-duty service of 90 days or more.
2. A spouse or child entitled to transferred education benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within 3 years of the transferor’s discharge from a period of active-duty service of 90 days or more.
3. A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (provides Post-9/11 GI Bill benefits to the children and surviving and surviving spouses of Servicemembers who died in the line of duty while on active duty) who lives in the state in which the institution of higher learning is located

(regardless of his/her formal state of residence) and enrolls in the school within three years of the Servicemember’s death in the line of duty following a period of active-duty service of 90 days or more.

4. After expiration of the three year period following discharge or death as described in 38 U.S.C. 3679(c), a student who initially qualifies under the applicable requirements above will maintain “covered individual” status as long as he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters or terms) at the institution, even if they enroll in multiple programs and shall continue to be exempt from paying nonresident tuition and other fees as described in the updated fee policy described below.

**HOW DO I OBTAIN THE VACA ACT TUITION FEE WAIVER?**

The VACA Act Tuition Fee Waiver form is available online at the following link <http://www.coastline.edu/students/forms/#studentsMilitary>, then click on Students-Military.

**Incorrect Classification**

A student incorrectly classified as a California Resident is subject to reclassification as a nonresident and payment of nonresident fees. If incorrect classification results from false or misleading statements, the student will be responsible for any fees associated with the incorrect classification. For evaluation of residency status, students must complete the Statement of Residence form and submit appropriate documentation as proof of California Residence (Sections 54012 and 54024 of AP 5015 Residence Classification) through the third week of the semester. The initial residency classification will be made at the time the student applies for admission. Students may file residency questionnaire forms through the third week of the semester to request a review of their residency status. Final residency determination is made by Admissions & Records.

## Reclassification

Reclassification to resident status must be requested by the student. The appropriate Statement of Residence form along with the required proofs that establish both physical presence (minimum requirement of 12 consecutive months prior to the residency determination date) and intent to make California their permanent home must be submitted to the Enrollment Center prior to the term in which the student wishes to establish residency. Although a minimum of two proofs are required for residency reclassification consideration, the burden of proof remains in the hands of the requestor. Therefore, the Enrollment Center reserves the right to request additional documentation in its efforts to determine California Residency for tuition purposes. For additional information, contact a Residency Specialist in the Admissions & Records Office at [residency@coastline.edu](mailto:residency@coastline.edu)

**International Students:** Coastline is authorized by the United States Immigration Naturalization service to enroll International Students (F-1).

The faculty, students and staff of Coastline believe that our international students provide an ethnic and cultural diversity to the college and help increase the awareness and understanding of students from other countries and cultures. Conversely, we provide an opportunity for our international students to study in the United States and learn about us and our culture. Coastline uses multiple instructional sites in the community as classroom locations. Based on this, foreign students are reminded to make appropriate arrangements for transportation to and from classes.

Interested International students should request applications from:

**Coastline Community College**  
**Attn: International Students**  
**Admissions**  
**11460 Warner Avenue**  
**Fountain Valley, CA 92708**

The following are entrance procedures for international students requesting F-1 status:

- Our rolling admissions process allows for acceptance to Coastline during the Fall and Spring semesters. Applicants outside the U.S. should apply at least two months prior to the start of the term. Approximate start dates: fall, in late August and spring, in late January. We recommend early application for the best selection of classes.
- International applicants must complete an international student admission packet including:
  1. International student application
  2. A \$55 non-refundable application fee, in U.S. dollars (check, money order, cash, or credit card) must be submitted with the application.
  3. International Student Financial Support Information Form
  4. Bank Certification Form
  5. All evidence of high school graduation or higher must be submitted. The “official” transcripts of the original records must be accompanied by a notarized English translation.
  6. TOEFL score: A minimum score of 500 (paper based) or 61 (Internet-based test) in order to be accepted into the regular college program. Students who plan to enroll in the English as a Second Language (ESL) are not required to take the TOEFL test. However, students are strongly encouraged to provide TOEFL or equivalent scores for appropriate placement purposes. To make arrangements to take the TOEFL, write to: TOEFL, Educational Testing Service, P.O. Box 592, Princeton, New Jersey, 08540. International students must designate Coastline (Institution Code 004086) as the recipient of the test results.
  7. Notice of Intent to Transfer if transferring from a college in the U.S.
  8. International students are required to purchase medical insurance approved by Coastline Community College during their entire course of study.

9. International students must complete 12.0 or more units each semester with at least a 2.0 GPA while pursuing their selected academic goal.
10. International students pay nonresident tuition during their attendance at Coastline.

Admission materials received from international applicants remain active for 12 months after their submission. If the international applicant does not register during that 12-month period, the materials are destroyed.

Students Holding Visas Other Than Student (F-1) Visas: Aliens holding valid visas that are otherwise eligible for admission may enroll in classes provided that they are proficient in English and their visas do not expire before the end of the term for which they are enrolling. Contact the Admissions & Records Office for information concerning specific enrollment restrictions.

An alien who is precluded from establishing domicile in the United States shall not be classified as a resident unless and until he or she has been granted a change in status by the U.S. Citizenship and Immigration Services (USCIS) to a classification which permits establishing domicile and has met all other applicable residency requirements. Aliens considered to be nonresidents are required to pay the nonresident tuition charge, and are not eligible for tuition exemption (Education Code 68130.5).

Coast Community College District Residence: In order to attend Coastline, an applicant must meet the California residence requirements.

This notice has been prepared in accordance with Education Code Section 25505.5 and shall remain in effect until further written notice.

## INTERNATIONAL PART-TIME CONCURRENT ENROLLMENT

If you are currently in the U.S. attending another school on an F-1, J-1 or M-1 visa, you may be able to take one or two classes at Coastline as a concurrent student. You must submit the following



documents to request concurrent enrollment at Coastline:

1. Complete the online application at <http://www.coastline.edu/admissions/admissions-information>
2. A copy of your current I-20 valid until the end of the term in which you are enrolling in.\*
3. A letter from the DSO at your current school authorizing you to take the specific Coastline course(s).\*

\*Please wait until you receive your CCC student ID number before sending items 2 and 3.

The above documents can be emailed to [residency@coastline.edu](mailto:residency@coastline.edu) We do not accept photographs of documents; all documents must be scanned and emailed. You will need to submit a new letter for each term you wish to enroll in.

**PRE-REQUISITE CLEARANCE:** If you are trying to register for a class at Coastline that has a pre-requisite, you must meet one of the following:

- Your CCC, OCC, or GWC placement test results or multiple measure assessment must recommend you for the class, or
- You must have completed the prerequisite course at CCC, OCC, or GWC after 1989 with a grade of C or better or be currently enrolled in it at the time of registration and subsequently earn a grade of C or better, or
- You must have completed the prerequisite course at another college with a grade C or better. To show proof of the prerequisite completion, bring a copy of your transcript or grade report to the Admission Office prior to enrolling, or
- Your Early Assessment Program, Advanced Placement, College Level Examination, or International Baccalaureate scores must clear you for the class. To show proof of the prerequisite completion, bring a copy of your results to the Admission Office prior to enrolling, or
- As of January 1, 2018, due to the state mandated AB 705 bill, you may bypass developmental-level prerequisites and place yourselves into college-level math and English. You may wish to receive guidance to maximize your likelihood of succeeding in college-level (non-development) classes in the shortest time possible.

Coastline is not able to guarantee access to classes. Students on concurrent enrollment are limited to six (6) units during the semester.

# ADMISSIONS PROCESS

## **ADMISSIONS PROCESS**

You may apply for admission online on the Coastline Community College website at [www.coastline.edu](http://www.coastline.edu). For your convenience computers are available in the Admissions and Records Office, Garden Grove Campus, Newport Beach Campus, and Le-Jao Campus if you do not have access to a computer.

## **CONTINUING STUDENTS**

Students enrolled during the Fall 2017 and/or Spring 2018 semester will automatically receive a registration appointment for the Fall 2018 term via their MyCCC account in mid-March.

## **NEW & RETURNING STUDENTS**

New and returning students (students not enrolled for Fall 2017 and/or Spring 2018) will be given a date and appointment time to register after their application has been processed. Students are notified of required checklist items (assessment, origination visa info, date of birth, etc.) via email after submitting their application for admission to the college. Registration appointments can be viewed on your MyCCC portal page>Student tab>registration status and students may register at their assigned time or anytime thereafter during the registration period.

## **MILITARY CONTRACT EDUCATION STUDENTS**

Active-duty Servicemembers, family members, and Veterans electing to enroll in Coastline's Military Education Program should visit <http://Military.Coastline.edu> for further information, online class schedule, and for admissions and registration processes specific to this program.

## **INTERNATIONAL STUDENTS**

All International students must contact the Admissions and Records Office to apply for admission to the college. You can request an application by contacting Javier Alcala at (714) 546-7600, ext. 16609.

## **GRADUATING HIGH SCHOOL STUDENTS**

High School Students who were enrolled for the Spring 2018 term, and graduated from High School in June 2018, will need to reapply to Coastline Community College for the Fall 2018 term to become a first time College student.

## **HIGH SCHOOL STUDENTS**

Special part-time high school students (students enrolled in the 9th through 12th grade) must have an High School Release form on file with the

Admissions and Records Office prior to registration. This petition indicates which course/s the student is permitted to take, which will be enforced during the online registration process.

## **STUDENTS WITH DISABILITIES**

Students (who furnish professional verification of disability) who need assistance in Admissions and Registration can call (714) 241-6214 for additional information. Registration appointments can be viewed on your MyCCC portal page>Student tab>registration status and students may register at their assigned time or anytime thereafter during the registration period.

## **Things you need to know about applying for admission**

1. Once you submit your application online, you'll receive an email confirmation.
2. If you need help paying for college, apply for financial aid at the time of application.
3. For information regarding who may apply for admission and California residency, please visit the Admissions & Records page on the Coastline Community College website.



### **APPLICATION CONFIRMATION/ REGISTRATION APPOINTMENT**

You will receive an email from CCCApply confirming successful submission of your application. Allow 1-2 business days to process your application. Once your application has been accepted you will receive an email containing your Admissions information including your MyCCC user name and password, your CCC student email address, MyCCC login information and how to see your registration appointment time. You will register for your classes on line via MyCCC. The email will indicate whether or not you need to complete placement testing and/or attend an orientation. If you do not receive an email within seven working days of submitting your application, contact the Admissions and Records Office at (714) 241-6176.



### **REGISTRATION ENROLLMENT STEPS**

All admitted students will receive an account to log in to MyCCC, the college's new student/faculty web portal. Account (log in) information will be emailed or mailed to new students upon completion of the admissions process. Continuing students Spring registration appointments will be posted online on your MyCCC account mid-May.

## **Coastline's Admissions and Records Office**

is located at:

Coastline College Center,  
11460 Warner Avenue  
(corner of Warner Avenue & Newhope St.)  
Fountain Valley, CA 92708

### **REGULAR HOURS:**

Monday-Thursday, 8 a.m.-5 p.m.  
Friday, 8 a.m.-12 noon

### **FALL REGISTRATION EXTENDED HOURS:**

Friday, August 24, 8 a.m.-5 p.m.  
Friday, August 31, 8 a.m.-5 p.m.



# REGISTRATION INFORMATION

## REGISTRATION RESTRICTIONS

### AUDITING

The college is no longer offering students the option to audit a course.

### CHANGES

Coastline makes every effort to assure the class schedule information is accurate. Because this publication must be prepared well in advance, changes in some programs inevitably will occur. Courses described in this publication are subject to change without notice. All classes offered are based upon sufficient enrollment to economically warrant them. Classes may be canceled as a result of low enrollment, state legislation and/or financial consideration. When classes are canceled due to low enrollment, every attempt will be made to help students adjust their academic schedules. In addition, students are advised that all information set out in this publication is subject to change without notice, and the Board of Trustees of the CCCD, the chancellor of the CCCD and the president of Coastline reserve the right to add, amend or repeal regulations, rules, resolutions or policies within the administrative area of responsibility of such officers.

### CLASS ATTENDANCE

Registered students who miss the first class meeting may be dropped. Students who must miss the first class should notify their instructors through the appropriate learning center prior to the first meeting to avoid being dropped from the class. Students are expected to attend class on a regular basis. Each instructor will determine the attendance policy for his/her class and its implication for successful completion of the course.

### CONTINUOUS ATTENDANCE

Continuous attendance at Coastline is defined as the completion of at least one course during a regular semester (fall and/or spring) of each academic year.

### COURSE REPETITION

Course repetition is prohibited by state law as described in California Administrative Code, Title V. However, exceptions are allowed as follows:

1. Students who wish to repeat a course in which a substandard grade of “D, E, or NP” was earned may retake the course at any regionally accredited college or university to alleviate the substandard grade earned at Coastline provided the repeated course is equivalent to the one taken at CCC.
2. If the grade earned was “A, B, C or P”; a college committee will review the repeat petition for appropriate action based on extenuating circumstances.

Upon completion of the repeated course, the student must file the “Petition to Remove D or F” in the Admissions and Records office. The student’s academic transcript shall then be annotated reflecting their recomputed GPA and omitting the prior unsatisfactory grade(s) of “D and/or F” However, previously recorded coursework will not be removed or otherwise changed on the student’s permanent record.

A course in which the student received a grade of “D, E, NP, or W” may be repeated only three times. Students wishing to repeat a course more than three times may appeal for extenuating circumstances by filing a “Petition to Repeat a College Credit Class” prior to registration. Petition forms are available in the Coastline Admissions and Records Office and on the Website at [coastline.edu](http://coastline.edu).

## Have you completed your Student Educational Plan (SEP)?

If not, here are some ways to complete your plan:

### Option 1: Make a Counseling Appointment

Counselors are available at the College Center (Fountain Valley), Garden Grove Campus, Le-Jao Campus (Westminster), and Newport Beach Campus throughout each semester or you can make a phone appointment.

Call (714) 241-6162 for appointments or additional information.

### Option 2: Attend a Student Educational Planning (SEP) Workshop

The counseling department is hosting 2-hour evening workshops to help guide you on how to create a Student Educational Plan (SEP). These workshops will be at either Le-Jao Campus or Garden Grove Campus. For reservations or additional information, please call the Counseling office at (714) 241-6162.

### Option 3: Complete a Counseling Class

The following courses include completion of a Student Educational Plan:  
Counseling C104—Career/Life Planning  
Counseling C105—Strategies for College Success



## Familiarize Yourself With These Terms

**Closed Classes**—If the class you wish to register in is closed at the time you register, we suggest the following:

1. Go for the sure thing! Try to find another section of the course that may still have seats available.
2. Check back periodically to see if someone has dropped, at which time you would be able to add the class.
3. Attend the first class meeting and ask the instructor for permission to enter the closed class.

**Permissions Required Courses**—Enclose test scores and proof of eligibility for math and English. These forms must be submitted prior to your registration appointment.

**Class Canceled**—A canceled class/section is one that is not going to be offered for that semester due to various reasons. You will need to choose an alternate class/section.

**Concurrent Enrollment Required**—This term applies to classes in which you must enroll in both a lecture and a lab. It may also apply to classes that require you to enroll in another type of class at the same time.

**Duplicate Section**—You cannot enroll in two sections of the same course during the same semester unless they are a first and second nine-week class and coded as a repeatable course.

**Time Conflict**—You may not enroll in two classes that overlap in time. Check the scheduled class times carefully when planning your program.

**Clear Any Obligations**—Students must clear holds before registering. To check to see if you have any holds on your records, login to your MyCCC account. Click on the student tab, then click on “holds information” in the Other Resource box.

**Program Restriction**—If you receive this message when attempting to register, it means we have you classified as a High School student. (See special admit students below):

**Special Admit Students**—Students who are enrolled in 9-12 are Special Admit students. A High School Release Form, must be completed and submitted each term before Special Admit students are permitted to register. All necessary forms and instructions are available at: <http://www.coastline.edu/students/forms>.

# ENROLLMENT PROCESS

The following outlines the process to follow for successful registration.

## **HOW TO REGISTER FOR CLASSES:**

You may register for classes on or after your assigned appointment time. To register for classes, login to your MyCCC and follow the steps below (for additional help see the MyCCC Guide section):

1. Click on the Student tab
2. Under Registration tools, click on “Add or Drop Classes”
3. Select a term (ex: CCC Fall 2018)
4. Enter Course Reference Numbers (CRNs) from the printed class schedule then click on “Finalize Add/Drop”
5. If a course requires enrollment in two sections, i.e., a lecture and a lab, both CRN’s must be entered at the same time.  
NOTE: You are not enrolled in classes until you click on “Finalize Add/Drop”
6. After you have clicked on “Finalize Add/Drop” and you have verified your registration, click on “Pay Now” to pay your fees.

## **IMPORTANT: Students Receiving Financial Aid**

Courses that are neither taught in the classroom nor online are generally considered to be correspondence courses. Students who are receiving financial aid are advised not to enroll in correspondence courses, as these may have a negative impact on how much financial aid they may receive. Unless you are participating in an educational program in which you are required to take correspondence courses, we highly recommend that you enroll in courses that are taught online or in the classroom.

**DROPPING CLASSES:** When dropping classes via your MyCCC, it is very important that you click on “Finalize Add/Drop” after you enter the CRN in which you wish to drop. If you do not click on “Finalize Add/Drop”, your drop transaction will NOT be completed, which may result in an “F” or “NP” grade.

**LATE REGISTRATION:** Students who fail to register by August 26 for 1st 8-week onsite and Distance Learning classes must email the instructor and ask for a Permit to Add Card along with an Add Authorization Code (AAC). If the instructor gives you an Add Permit, follow the directions on the permit to get officially registered in the class.

Students who fail to register by September 23 for mid, 8-week and October 21 for 2nd 8-week and distance learning “onsite” classes must attend the first class meeting and ask the instructor for a Permit to Add Card along with an Add Authorization Code (AAC). If the instructor gives you an Add Permit, follow the directions on the permit to get officially registered in the class.

**NOTE:** You must have a Fall registration appointment in order to register late. Students who register for classes after the term begins WILL NOT be dropped for non-payment.

**GENERAL INFORMATION:** In order to select your classes, you must have a Fall 2018 Class Schedule. Schedules are available on the College website at [www.coastline.edu/schedule](http://www.coastline.edu/schedule). NOTE: Students are not allowed to attend class after the first week without being officially registered in the class. Students

are cautioned that late enrollment into a class may severely affect successful completion and does not excuse students from making up missed work. Grades or course credit will not be given to students who do not officially register by the course deadline.

## **CLOSED CLASSES AND WAITLISTS:**

**NOTE:** Waitlists are available for most classes. If you add yourself to the waitlist and a seat becomes available, you will be notified through your student gmail account and will have 24 hours to add the class via MyCCC. (students with current cell phone numbers will also receive a text notification). The 24-hour notification period will include nights and weekends so check your email often. Waitlist email notifications are sent to the Coast District assigned student email account (your username@student.cccd.edu). All prerequisites and corequisites must be met.

**SPECIAL NOTE:** High School students are not able to place their names on a waitlist for a course. If a class is closed at the time of registration, High School students should attend the first day of class and attempt to petition the class in person. Petitioning the class is at the sole discretion of the instructor.

Waitlists become available when class seat counts meet capacity. The “Select”checkbox on the searchable schedule will remain available for registration until both the class seat counts AND the waitlist seat counts meet capacity (i.e., “Closed—C”). These numbers will fluctuate due to drops. Classes with lecture/lab corequisites will have a waitlist option on the lab section

only and NOT on the lecture section. Do not attempt to add the lecture when you waitlist the lab as you will receive an error message. If you are notified via email that a seat has become available for the lab, a seat has been reserved for you in a lecture.

**PREREQUISITE CLASSES:** Most courses in English and Math have mandatory prerequisites. (Refer to the schedule description of the individual courses.)

Additionally, there are some Biology and Chemistry classes that have mandatory prerequisites. If you are planning to enroll in one of the courses which has a mandatory prerequisite, you must comply with one of the following:

- Your CCC, OCC, or GWC placement test results or multiple measure assessment must recommend you for the class, or
- You must have completed the prerequisite course at CCC, OCC, or GWC after 1989 with a grade of C or better or be currently enrolled in it at the time of registration and subsequently earn a grade of C or better, or
- You must have completed the prerequisite course at another college with a grade C or better. To show proof of the prerequisite completion, bring a copy of your transcript or grade report to the Admission Office prior to enrolling, or
- Your Early Assessment Program, Advanced Placement, College Level Examination, or International Baccalaureate scores must clear you for the class. To show proof of the prerequisite completion, bring a copy of your results to the Admission Office prior to enrolling, or
- As of January 1, 2018, due to the state mandated AB 705 bill, you may bypass developmental-level prerequisites and place yourselves into college-level math and English. You may wish to receive guidance to maximize your likelihood of succeeding in college-level (non-development) classes in the shortest time possible.

**LATE REGISTRATION (ONCE THE TERM HAS STARTED):** Students who register for classes after the term begins WILL NOT be dropped for non-payment. Students will incur a financial obligation to the college AND a hold will be placed on their record if payment is not received. This hold will block future registration (adds, drops), obtaining transcripts, grades, diplomas, or verification of enrollment until all fees are paid.

**UNPAID BALANCES:** Will be forwarded to Collections and the student will be charged a \$25 collection fee in addition to their balance due.

**VERIFY YOUR REGISTRATION AND PRINT YOUR RECEIPT/DETAIL CLASS SCHEDULE:** Once you register online and pay your fees, you may print confirmation of your payment and a Detail Class Schedule showing the course information for the courses you registered for. Always double check your registration to make sure it's accurate! This is the time to make sure you registered in the correct course(s)!

**BUY YOUR BOOKS:** Bring a copy of your Detail Class Schedule with you to the bookstore to help you find the books or go online to purchase your textbooks.

**ATTEND CLASS:** Go to class! If you miss the first day of class, your seat may be given away to another student. If you enrolled in an online class, log in to the class via the "My Courses" link in your MyCCC portal on the first day of the semester! If you don't log on during the first week of class you might be dropped!

**PARKING DECAL (MUST BE PURCHASED ONLINE):** If you purchased a parking decal, make sure you have it displayed on your vehicle by the end of the second week of the semester. Campus Safety starts ticketing the Monday of the 3rd week of the Fall and Spring term!

**CHECK your MyCCC portal page daily!** It will include targeted

announcements regarding registration, grades, cancelled classes, and much more. If all else fails, just contact Admissions & Records and ask us! (714) 241-6176 Monday-Thursday, 8:00 am to 5:00 pm and Friday, 8:00 am to noon.

**STUDENT PHOTO ID CARDS:** Students may have their photos taken for a Coastline Community College Student Identification Card as soon as they register, and have paid all of their fees.

Photos are taken in the Admissions and Records Office (located at the College Center) during normal business hours. Students must bring a copy of their current term "student class program" and another form of photo identification (driver's license, passport, etc.).

The CCC Photo ID card will need to be re-validated each semester after you register and pay all fees due.

The cost for the CCC Photo ID card is included in your college fees.

**GRADE OPTION PROCEDURES:** Students wishing to select the Pass/No Pass grading method in grade option courses must file the request with the Admissions and Records Office within the first 20% of the length of the course. The pass/no pass grade option form can be found online at [coastline.edu](http://coastline.edu). Please contact the Admissions and Records office for specific course deadlines

**GRADES:** Grade reports are not mailed. Students may access their grades online by logging in to their MyCCC site. Students also have the option of printing their own Coastline Community College unofficial transcript. Semester grades are available online approximately 10 working days after the end of the semester (excluding holiday periods).

Some of the registration processes do not apply to students registering for the Military/Contract Ed CCC term. For eligibility criteria and instructions on how to apply and register, please visit <http://coastline.edu/MECTBD>.

# MyCCC GUIDE

## Introducing MyCCC

The Coast Community College District's (CCCD) one-stop Web site that seamlessly connects you to the Online Class Schedule, Registration, Grades, Canvas, and Announcements, as well as many other exciting features. In addition, you will be able to access your new CCCD Student e-mail account which will be your official form of communication with faculty and staff at CCC.

You can log into MyCCC from any computer with an Internet connection and web browser (Internet Explorer/Firefox). MyCCC works on PC and Mac computers.

**STEP ONE:** Go to [www.coastline.edu](http://www.coastline.edu) and click on MyCCC.

- Enter your MyCoast Username:
- Enter your MyCoast Password: your temporary password will be in the following 8 digit format:

Upper case, first letter of first name, lower case, first letter of last name and your 6 digit date of birth. Ex. John Smith, March 28, 1998. The password would be Js032898

- After successfully logging in you will be prompted to create a new password.

MyCCC

MyCCC Not Loading Correctly?  
If you are having problems getting the MyCCC web page to load correctly, please try using the following link:  
[MyCCC link fix](#)

Login to MyCCC

MyCCC Password Reset Requests

**MyCCC** LOG IN NOW!  
Login to MyCCC, our online portal to your personal Coastline Community College (CCC) resources. MyCCC is a district-wide enterprise. So, if you are a student, instructor or employee at Orange Coast College, or Golden West College (in addition to your role at CCC) you

**STEP TWO:** Set up your alternate e-mail. A confirmation e-mail will be sent to you immediately. Reply to that e-mail within 12 hours to confirm your account.

# How do I register for courses?

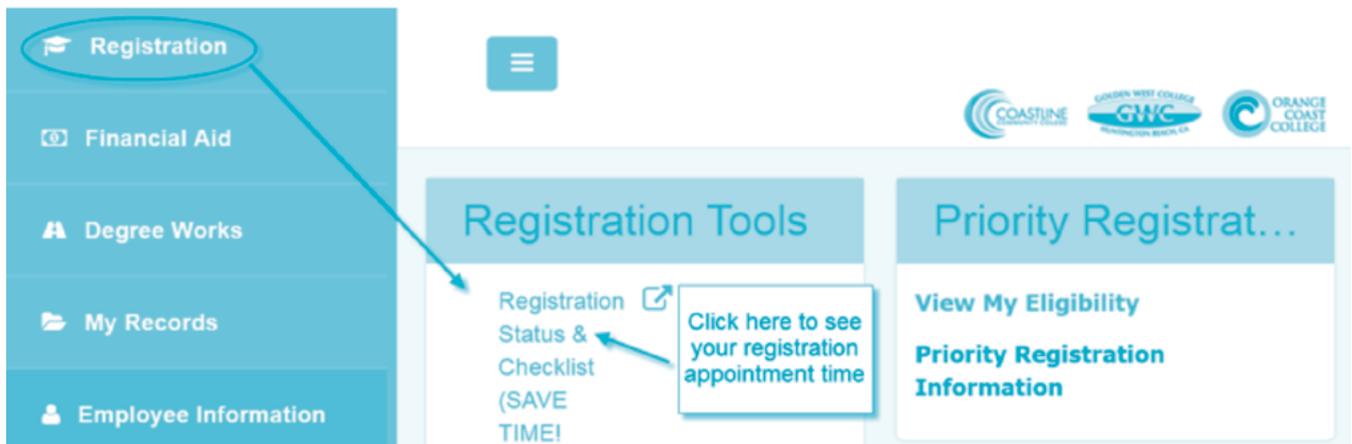
1. Click on the Registration link.
2. Click on "Add or Drop Classes."
3. Select a term (ex: CCC Fall 2018 then click on "Submit.")
4. Enter Course Reference Numbers (CRNs) from the printed Class Schedule then click on "finalize Add/Drop." If you do not have the printed Class Schedule, you can click on "Class Search" located at the bottom of the page to search the online class schedule. Enter your search criteria then click on "Class Search." Click in the checkbox next to the course for which you want to register, then click "Register" to submit the course for registration. You may also click on "Add to Worksheet" to add it to the worksheet and continue searching for classes. If you encounter a registration error while trying to register, click on the HELP link for an explanation of the error.
5. Verify your registration then click on "Pay Now" to pay your fees.
6. Verify your fees, then click on "Pay Now" to pay by credit card.  
(If paying by check or money order, make your check/money order payable to CCC in the amount stated, put your Student ID number on your check/money order, and mail to: Coastline Community College, Admissions Office, 11460 Warner Avenue, Fountain Valley, CA 92708-2597.)
7. Enter the credit card type, card number, expiration date, and billing address then click on "Submit Payment."
8. Verify the information entered then click on "Okay to Submit Payment."
9. Wait until the payment has been verified by the bank.
10. Print your program receipt by clicking on the "Student Class Program (Web Schedule Bill) link on the Student tab." This is the best way to confirm your add or drop.

To purchase a parking permit go online to MyCCC and click on the "Purchase a Coastline Parking Decal" link in the "Quick Link" box on the home tab. Computers are available in the Admissions Office at the College Center, or at the Newport Beach, Garden Grove, and Le-Jao Learning Campuses.



# When is my registration appointment?

1. Click on the Student tab.
2. Under "Registration Tools" click on "Registration Status"
3. Select a term (ex: CCC Fall 2018) then click on "Submit."
4. Your registration appointment will appear (the "from date" is your appointment time).  
You can register any time after this date, up until the term starts.



# How do I print a program receipt/ class printout?

1. Click on the Registraton link.
2. Click on "Student Class Program (Web Schedule Bill)" in the "Other Student Resources" box.
3. On the next page, select the Registration Term (ex: CCC Fall 2018). On the following page, click "Print Page" in the top left corner of the page.
4. To change your name, address, or phone number, click on the update addresses and phone link.

The screenshot shows the student portal interface. The left sidebar contains a navigation menu with 'Registration' highlighted. The main content area is divided into several sections: 'Registration Tools' with links for 'Registration Status & Checklist', 'Look Up Classes', and 'Add or Drop Classes'; 'Priority Registration' with 'View My Eligibility' and 'Priority Registration Information'; 'Online Orientation' with instructions on how to access it; 'My Courses' with a 'Course List' button; 'Other Student Resources' with a list of links including 'W-9S, Request for Student's or Borrower's Taxpayer Identification Number Form', 'Social Security Number Verification', 'Dates and Deadlines to Remember', 'Detail Schedule with Waitlist Position', 'Drops for Non-Payment', 'Holds Information', and 'Student Class Program (Web Schedule Bill)'; and 'Update Personal Info' with a link to 'Update Addresses and Phones'.

# How do I check on my account and/or pay fees?

1. Click on the Registration link.
2. Click on the term you want to review/pay (ex: CCC Fall 2018).
3. Click on "Credit Card Payment" to pay fees.
4. Select a term and (ex: CCC Fall 2018) and "Submit."
5. Enter the credit card type, card number, expiration date, and billing address then click "Submit Payment."
6. Verify the information entered then click on "Okay to Submit Payment."
7. Wait until the payment has been verified by the bank. Make sure to print your program receipt to verify payment.

The screenshot shows the 'My Account' section of the student portal. The left sidebar has 'Registration' circled in blue. The 'My Account' section displays a list of account entries with their respective amounts. The entry 'CCC Spring/Interession 2008' is circled in blue.

Account Entry	Amount
CCC Spring/Interession 2008	\$0.00
CCC Summer 2008	\$0.00
CCC Fall 2008	\$0.00
CCC Spring/Interession 2009	\$0.00
CCC Summer 2009	\$0.00
CCC Fall 2009	\$0.00
CCC Spring 2010	\$0.00

# How do I drop a class?

1. Click on the Registration link.
2. Click on "Add or Drop Classes."
3. Select a term (ex: CCC Fall 2018) then click on "Submit."
4. Click on the drop down arrow next to the course you want to drop, select the "drop" option from the list, then click on "Finalize Add/Drop." If you encounter a registration error while trying to drop, click on the HELP link for an explanation of the error.
5. Verify your drop by printing your student program Student Class Program—Web Schedule Bill link on the Student tab of MyCCC. Only classes that you are still registered in should appear on your student program.

Make sure you pay attention to the State-mandated deadline dates!

## Current Schedule

Status	Action	CRN	Subj	Crse	Cred	Grade Mode	Title
Re-Add the Course on Sep 04, 2008	None	21816	HTEL	A274	1.000	Standard Letter	Estab/Operate Event Bus
Drop on Jul 07, 2008	None Drop	21889	HTEL	A277	0.000	Standard Letter	Wedding Planning As Bus

Total Credit Hours: 1.000  
 Billing Hours: 1.000  
 Maximum Hours: 19.000  
 Date: Sep 04, 2008 02:11 pm

Click on the drop down arrow next to the course you want to drop, select the drop option from the list, then click "Submit Changes".

## Add Classes Worksheet

CRNs

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

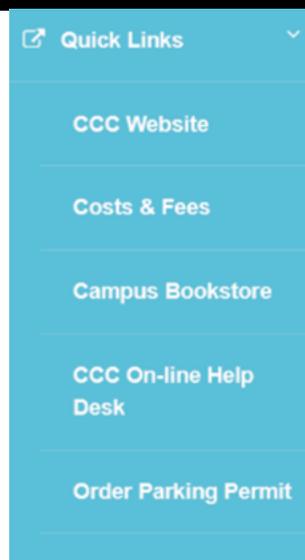
\_\_\_\_\_

Submit Changes    Class Search    Reset Worksheet    FINISH & PAY

The screenshot shows the MyCCC registration interface. On the left is a navigation menu with 'Registration' circled in blue. The main content area includes several sections: 'Registration Tools' with links for 'Registration Status & Checklist', 'Look Up Classes', and 'Add or Drop Classes'; 'Priority Registration' with 'View My Eligibility' and 'Priority Registration Information'; 'Online Orientation' with instructions on how to access it; 'My Courses' with a 'Course List' link and a note that there are no courses yet to be registered; 'Other Student Resources' with a list of forms including 'W-9S, Request for Student's or Borrower's Taxpayer Identification Number Form', 'Social Security Number Verification', 'Dates and Deadlines to Remember', 'Detail Schedule with Waitlist Position', 'Drops for Non-Payment', 'Holds Information', 'Student Class Program (Web Schedule Bill)', and '1098T Tax Notification Form'; and 'Update Personal Info' with links for 'Update Addresses and Phones' and 'Update Emergency Contacts'. Annotations include a blue box pointing to the 'Registration' link, a blue box pointing to the 'Add or Drop Classes' link, a blue box pointing to the 'Student Class Program (Web Schedule Bill)' link, and a blue box pointing to the 'Update Addresses and Phones' link.

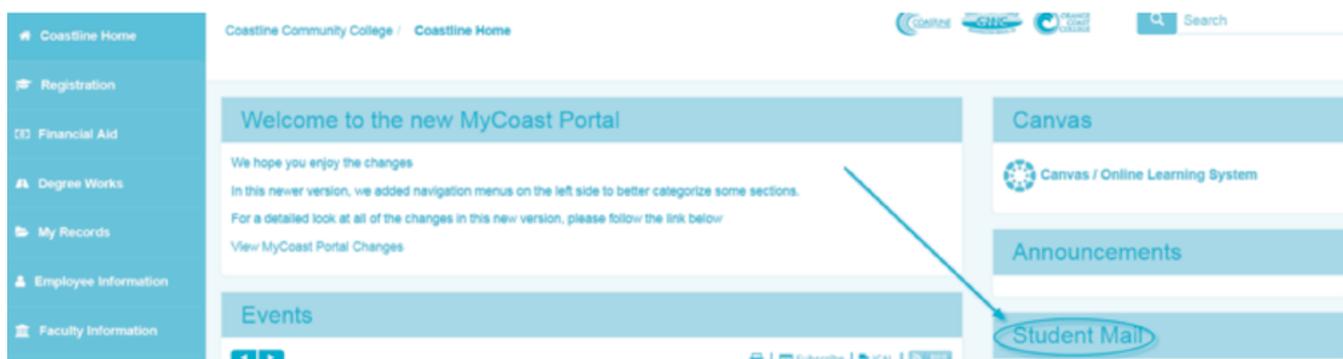
# How do I buy a parking decal?

1. From your home page, click on the "Order Parking Permit" in the Quick links drop down menu..
2. Follow the instructions to order your parking decal, which will be mailed to you.



# Student Responsibility

It's your responsibility to make sure you adhere to State-mandated drop deadlines and deadlines for fee payment. Check your MyCCC page and your CCCD email accounts often for important updates and information! Your CCCD email account and message boards are the official communication methods that instructors and staff will use to send you important information.



# Got Questions?

**Call the Admissions and Records Office (714) 241-6176**

Admissions and Records Office hours:

M-Th 8:00 a.m. to 5:00 p.m. and Friday 8:00 a.m. to 12:00 Noon (excluding holidays)

# CALIFORNIA NONRESIDENT TUITION EXEMPTION REQUEST

(AB 540 as amended by Education Code section 68130.5, Effective Jan. 1, 2018)

## INSTRUCTIONS

Complete and sign this form to request exemption from nonresident tuition charged to nonresident students. Once determined to be eligible, you will continue to receive the exemption as long as you fulfill eligibility requirements or until the College or University no longer offers this exemption. Applying for this exemption does not alter your responsibility to pay, by the campus deadline, any nonresident tuition and associated fees that may be due before your eligibility is determined.

## APPLICATION

I, the undersigned, am applying for the California Nonresident Tuition Exemption at (Name of College or University) \_\_\_\_\_ and declare that the following apply to me.

### 1.) Check one box only:

- I have a current nonimmigrant visa (not including a T and U visa) as defined by federal law.  
*Nonimmigrants have been admitted to the U.S. on a temporary visa and include, but are not limited to, foreign students (holding F visas) and exchange visitors (holding J visas).*
- I have a current nonimmigrant visa as defined by federal law and have been granted T or U visa status.
- I do NOT have a current, nonimmigrant visa as defined by federal law.  
*This includes, among others, U.S. citizens, permanent residents, DACA recipients, and individuals without current or valid immigration status.*

### 2.) Select all items that apply to you from each column:

Column A	Column B
<input type="checkbox"/> I attended a combination of California high school, adult school, and community college for the equivalent of three (3) years or more.*	<input type="checkbox"/> I graduated with a California high school diploma (or expect to graduate and use this exemption in the following year) or have the equivalent (i.e. California-issued GED, CHSPE).
<input type="checkbox"/> I have three (3) or more years of California high school coursework and attended a combination of California elementary, secondary, and high school of three (3) years or more.†	<input type="checkbox"/> I completed an associate's degree from a California Community College.
	<input type="checkbox"/> I completed the minimum requirements at a California Community College for transfer to the California State University or the University of California.

Please provide information on the schools you attended and referenced above, including the dates you attended and the number of credits or hours obtained:

Name of CA School	Type of School <small>(high school, adult school or community college)</small>	City	From <small>(Month/Year)</small>	To <small>(Month/Year)</small>	Number of Credits or Hours

\*\*\*Applicants must submit, as part of this form, official transcripts/attendance records that validate any of the information above as requested by the College, District, or University residence official.\*\*\*

## AFFIDAVIT:

By signing this document below, I hereby state that if I am a non-citizen without a current or valid immigration status, I have filed an application to legalize my immigration status or will file an application as soon as I am eligible to do so.

## DECLARATION OF TRUE AND ACCURATE INFORMATION:

I, the undersigned, declare under penalty of perjury that the information I have provided on this form is true and accurate. I understand that this information will be used to determine my eligibility for the California Nonresident Tuition Exemption. I further understand that if any of the above information is found to be false, I will be liable for payment of all nonresident tuition charges from which I was exempted and may be subject to disciplinary action by the College or University.

<b>FULL NAME</b>	<b>CAMPUS ID NUMBER</b>	<b>EMAIL ADDRESS</b>
<b>SIGNATURE</b>		<b>DATE</b>

\* A year's equivalence at a California community college is either a minimum of 24 semester units of credit or 36 quarter units of credit. For noncredit courses, a year's attendance is a minimum of 420 class hours per year (a semester is equivalent to a minimum of 210 hours and a quarter is equivalent to a minimum of 140 hours). Full-time attendance at a California adult school is a minimum of 420 hours of attendance for each school year.  
 † This provision addresses both a coursework and an attendance requirement, which can both be satisfied in three or more years.

**AB 540**  
**CALIFORNIA NONRESIDENT TUITION EXEMPTION**

**GENERAL INFORMATION**

Any student, other than one with United States Citizenship and Immigration Services (USCIS) **nonimmigrant** visa status (see exception below for students who have been granted T or U visa status), who meets all of the following requirements, shall be exempt from paying nonresident tuition at the California Community Colleges, the University of California, and the California State University (all public colleges and universities in California).<sup>1</sup>

- A student is exempt from paying nonresident tuition if the student meets *all* of the following four requirements:
  1. The student must have:
    - attended a combination of California high school, adult school, and California Community College for the equivalent of three years or more,<sup>2</sup> or
    - attained credits earned in California from a California high school equivalent to three or more years of full-time high school course work **and** attended a combination of elementary, middle and/or high schools in California for a total of three or more years,<sup>3</sup> and
  2. The student must have:
    - graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam), or
    - completed an associate degree from a California Community College, or
    - completed the minimum requirements at a California Community College for transfer to the California State University or the University of California, and
  3. The student must register as an entering student at, or current enrollment at, an accredited institution of higher education in California, and
  4. The student must file an affidavit with the college or university stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so.
- Students who are nonimmigrants who are victims of trafficking, domestic violence, and other serious crimes who have been granted T or U visa status, under Title 8 of the United States Code, sections 1101(a)(15)(T) or (U) are eligible for this exemption.<sup>4</sup>
- Students who are nonimmigrants, other than those with T or U visa status as noted above, [for example, those who hold F (student) visas, B (visitor) visas, etc.] are not eligible for this exemption.
- A year's equivalence at a California Community College is a minimum of 24 semester units of credit or 36 quarter units of credit. For noncredit courses, a year's attendance is a minimum of 420 hours, 210 hours for a semester, and 140 hours a quarter.
- The accumulation of credit and/or non-credit in any academic year shall be calculated in reference to a year's equivalence. Partial completion in an academic year is allowed. (Example: 12 units of credit courses in an academic year is equal to a semester for purposes of determining eligibility.)
- Attendance in credit courses at a California Community College towards the attendance requirements shall not exceed two years of full-time attendance.
- The student must file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above. Student information obtained in this process is strictly confidential unless disclosure is required under law.
- Students eligible for this exemption who are transferring to another California public college or university must submit a new request (and documentation if required) to each college under consideration.
- Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but they will *not* be classified as California residents. They continue to be "nonresidents".
- The California Dream Act extends Cal Grant A and B Entitlement awards, Cal Grant C awards, the California Promise Grant (formerly known as the BOG fee waiver), Chaffee grants, and institutional financial aid to students that meet these criteria as well as the applicable criteria for eligibility for specific types of financial aid.
- AB540 does not provide federal student financial aid eligibility for undocumented students. These students remain ineligible for federal financial aid.

**PROCEDURES FOR REQUESTING THIS EXEMPTION FROM NONRESIDENT TUITION**

**California Community Colleges:** Complete the form entitled California Nonresident Tuition Exemption Request. Submit it to the Admissions Office at the community college where you are enrolled or intend to enroll. You may be required to submit additional documentation. Call the college Admissions Office if you have questions.

**University of California:** The University of California (UC) campuses each have their own nonresident tuition exemption application and affidavit forms. Requests are not to be submitted until you have been admitted to a UC campus and have filed both a Statement of Intent to Register and also a Statement of Legal Residence. For campus-specific instructions regarding documentation and deadline dates, contact the campus personnel knowledgeable about AB 540 classifications: <http://undoc.universityofcalifornia.edu/campus-support.html>

**California State University:** Complete the form on California Nonresident Tuition Exemption Request. Contact the Office of Admission and Records at the CSU campus where you are enrolled or intend to enroll for instructions on submission, deadline information, and additional requirements. You will be required to submit final high school transcripts and appropriate records of high school graduation or the equivalent, if you have not done so already. Call the Office of Admissions and Records at the campus if you have questions

<sup>1</sup> This exemption to the requirement to pay the nonresident tuition fee is often referred to "AB 540" after the Assembly Bill which enacted the exemption. (Ed. Code, § 68130.5.)

<sup>2</sup> In 2018, Senate Bill 68 was enacted to further expand the AB 540 exemption to allow adult school and noncredit course work to establish eligibility.

<sup>3</sup> In 2014, Assembly Bill 2000 was enacted amending Education Code section 68130.5 to allow this additional flexibility in meeting the requirements for the exemption.

<sup>4</sup> In 2012, Assembly Bill 1899 was enacted into law exempting holders of T and U visas from paying nonresident tuition. (Ed. Code, § 68122.)

# COSTS AND FEES

**ENROLLMENT FEE**—\$46 per unit for California residents (enrollment fee is determined by the State and is subject to change at any time).

**HEALTH SERVICES FEE**—All students enrolling in one or more courses are required to pay the Health Services Fee of \$11. This is a mandatory fee unless the student presents a waiver. Students who qualify for a waiver are:

- Students who depend solely upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination or organization. Call (714) 241-6160 for information.
- Students enrolled only in courses of two weeks or less in duration.
- Students enrolled only in Non credit courses.
- Students enrolled in an approved Study Abroad Program.
- Students enrolled in an approved apprenticeship training program.

**COLLEGE SERVICES CHARGE**—\$12 per Fall/Spring term and \$8 Summer term. It is not mandatory; however, Coastline Administration and Associated Student Government (ASG) expect students to support the college by paying the charge. A portion of each \$12 charge goes to instructional grants and student scholarships. Information about specific programs funded by this charge and requests for waiver of the charge are available and granted only in the Student Services office during the registration period. Waivers must be secured in advance and submitted at the time of a student's initial enrollment.

**NON-RESIDENT TUITION**—\$258 per unit, plus \$12 per unit non-resident capital outlay. Students who are not California residents as defined by the

Education Code are required to pay the non-resident tuition fee in addition to the fees described above. Starting in 2017-18, active duty military students and their dependents who either are enrolled in the Military Programs administered by Coastline Community College or who are enrolled only in fully online classes at any college in the District are exempt from the capital outlay fee. Please note that it is the student's responsibility to prove that he/she is a California resident.

**MATERIALS FEE**—Students may need to purchase materials for classes, as follows:

1. Required instructional materials of continuing value outside of the classroom must be paid for by the student. These are tangible materials essential to satisfy course objectives, have value to the student outside the classroom, belong to the student and may be taken home. These materials include, but are not limited to, such items as textbooks, workbooks, syllabi, computer discs, tools, uniforms and canvases. They also include materials such as clay that are transformed into materials of lasting value.

**NOTE:** Some classes carry a fee for required instructional materials. These fees are for the types of materials described above. When such fees are indicated, the materials for which the fees are levied are supplied at district costs and are sold as a convenience to students. However, students may choose not to pay the fee indicated and provide the materials themselves. Students are warned that they will not be able to complete the requirements of a course if they do not purchase

or provide required instructional materials.

2. Students are advised to provide certain instructional materials of an optional nature. These are materials that enhance a student's learning experience in the classroom, but are not essential to completion of course objectives.

**PARKING FEE**—\$30 per Fall and Spring Semester, \$15 for Summer Session. Parking permits are required at the Newport Beach, Le-Jao, and Garden Grove campuses. All registered students using these lots at any time are required to purchase and display a parking permit. Although the sticker will not guarantee a parking space, it will avoid the possibility of receiving a parking citation. Coastline parking permits are valid at **Golden West and Orange Coast Colleges**. Vehicles receiving Coastline citations have the same legal status as parking citations issued by a law enforcement agency in California. For further information regarding these regulations see Parking Regulations, located under "Policies", or contact the Public Safety office at (714) 241-6120, ext. 16120. Purchase Parking Permits on-line at [www.coastline.edu](http://www.coastline.edu).

**FEE PAYMENT PROCEDURE**—Prior to the start of the term.

Fees are due and payable at the time you register for classes. Coastline Community College does not bill for registration fees. If payments are not received by the fee payment deadlines students will BE DROPPED from classes to make seats available for other students seeking to register. It is the student's responsibility to withdraw from classes by the refund deadline to ensure cancellation of fees.

## FINANCIAL AID STUDENTS

Promise Grants (formerly BOG Fee Waive) enrollment fees ONLY. Students with a Promise Grant must pay the required health fee, College Service Charge and materials fees or you will be dropped from your classes if you register prior to the start of the term.

If you know the financial aid office has posted your Promise Grant to your account, but it is not showing on your MyCoast, click on the refresh button on your browser to recalculate your fees. If this doesn't work, log back in no later than the next day to see if your fee waiver has been posted. If it has not, please pay the total balance due to avoid being dropped.

**IMPORTANT:** Students are responsible for any fees incurred and grades received. It is the student's responsibility to drop classes by the State mandated refund deadline to avoid fee obligations and must print a student class program (available via MyCCC) to verify their withdrawal. (Once classes begin, non-attendance or non-payment does not release the student from his responsibility and may result in failing grades being awarded).

**FEE PAYMENT METHODS**—Students may pay fees by credit card, check/money order, or cash as follows:

**CREDIT CARD PAYMENTS**—Pay online by VISA/MasterCard. Login to your MyCCC, go to the My Account box, click the credit card icon next to the term with an account balance.

**CHECK OR MONEY ORDER PAYMENTS**—Make checks payable to Coastline Community College. Write your ID Number and Student Name on check or money order. Check/Money Order Payments may be submitted by mail, or in person at the Admissions & Records Office.

**SUBMIT BY MAIL**—Mail checks/money orders to: Coastline Community College, Attn: Registration, 11460 Warner Avenue, Fountain Valley, CA 92708.

**RETURNED CHECKS**—Any check returned unpaid (stop payment or insufficient funds) does not constitute automatic withdrawal from class. A check returned from the bank for any reason is subject to a \$25 service charge. A hold will be placed on student records for any financial obligation until the obligation is cleared.

**CASH PAYMENTS (IN PERSON ONLY)**—Cash payments may only be paid in the Admissions office located at CCC College Center during the registration period.

Financial Aid Payments (Promise Grant)

- Students who are having difficulty finding resources to pay fees should call the Financial Aid office at (714) 241-6239 for more information.
- Promise Grant pay enrollment fees ONLY. Students with a Promise Grant must pay the required health fee, College Service Charge and materials fees.
- If you know the financial aid office has posted your Promise Grant to your account, but it is not showing on your MyCCC, click on the refresh button on your browser to recalculate your fees.

**THIRD PARTY PAYMENTS**—If your tuition is going to be paid by a third party, i.e., Boeing, CA Dept of Rehabilitation, Voc Rehab or Tuition Assistance, once you have registered in classes, please submit your paperwork to the Admissions & Records Office within 48 hours to avoid being dropped.

**TUITION PAY (INSTALLMENT PLAN)**—Currently CCC does not have a payment plan available. We are in the process of setting up a new plan and hope to have the plan in place in Early June. Please check this link for updates <http://www.coastline.edu/admissions/costs-fees>

## STUDENT CLASS PROGRAM (OFFICIAL STUDENT SCHEDULE)

—Once you have registered online at MyCCC you may print your confirmation of your payment and a Student Class Program (Web Schedule Bill) showing the course information for the courses you registered for. From MyCCC, on the Student Tab, click on "Student Class Program" (Web Schedule Bill).

**UNPAID BALANCES**—will be forwarded to Collections and the student will be charged a \$25 collection fee in addition to their balance due.

## STUDENT RESPONSIBILITY:

Students are responsible for any fees incurred and grades received. It is the student's responsibility to drop classes by the State mandated refund deadline to ensure cancellation of fees, to be eligible for a refund and to avoid fee obligations. Students MUST print a student class program (available via MyCCC) to verify all withdrawals.

## PRIOR TO THE START OF TERM:

Fees are due IMMEDIATELY at the time of registration. All fees must be paid including the Health Fee, College Service Charge and any Material Fees by all students, including Financial Aid students. Coastline Community College does not bill for registration fees. If payments are not received by the fee payment deadlines, students may be dropped from classes (including Waitlist classes) to make seats available for other students seeking to register. It is the student's responsibility to withdraw from classes by the refund deadline to ensure cancellation of fees.

## **START OF TERM (JUNE 11 – AUGUST 17, 2018)**

Students who are enrolled in classes when the term begins, and have not paid fees, WILL NOT be dropped for non-payment. Students will incur a financial obligation to the college AND a hold will be placed on their record if payment is not received or they do not drop prior to the refund deadline.

### **ONCE THE TERM HAS STARTED:**

Students who register for classes after the term begins WILL NOT be dropped for non-payment. Students will incur a financial obligation to the college AND a hold will be placed on their record if payment is not received. This hold will block future registration (adds, drops), obtaining transcripts, grades, diplomas, or verification of enrollment until all fees are paid.

### **NON-PAYMENT DROP SCHEDULE**

Students, who have not paid their account balance in full, may be dropped for non-payment of fees as follows

- July 12, 2018 Thursday @ (1pm): For Registration between May 7 and July 8
- July 19, 2018 Thursday @ (1pm): For Registration between July 9 and July 15
- July 26, 2018 Thursday @ (1pm): For Registration between July 16 and July 22
- August 2, 2018 Thursday @ (1pm): For Registration between July 23 and July 29
- August 9, 2018 Thursday @ (1pm): For Registration between July 30 and August 5
- August 16, 2018 Thursday @ (1pm): For Registration between August 6 and August 12
- August 24, 2018 Friday @ (1pm): For Registration between August 13 and August 24

Final Drop for non-payment for fall 2018 registration. Any registration that has occurred up to 12 noon on August 24 and not been paid will be dropped for non-payment Any registration that occurs after 12 noon on August 24 will not be dropped for non-payment.

Students that enroll are responsible for paying their fees or withdrawing from classes prior to the refund deadline to cancel fees.

Note: Not showing up to class for the first class meeting does not equate to withdrawing from a class. If you do not attend a class, or login if it is an online class, you must drop yourself from the class by the refund deadline. Drops are completed online via MyCCC. Please confirm your drop by printing a copy of your Student Class Program (web schedule bill).

### **FOR REGISTRATION BETWEEN MAY 28 AND JUNE 8**

This is the final Drop for non-payment for Summer 2018 registration. Any registration that has occurred up to 1:00 p.m. on August 24 and NOT been paid will be dropped for non-payment.

Any registration that occurs after 1:00 p.m. on June 8th, will NOT be dropped for non-payment. Students that enroll are responsible for paying their fees or withdrawing from classes prior to the refund deadline to cancel fees.

### **PROMISE GRANT RECIPIENTS**

Students who receive a Promise Grant are responsible for paying the College Service Charge and Student Health Fee, as the Promise Grant only pays for the college unit fees. If you do not pay the College Service Charge (currently \$12.00 and the Student Health Fee, currently \$11.00) you may be dropped for non-payment Verify your payment by printing your Student Class Program (web schedule bill)

**IMPORTANT:** Students are responsible for any fees incurred and grades received. It is the student's responsibility to drop classes by the State mandated refund deadline to avoid fee obligations and **MUST** print a student class program (available via MyCCC) to verify all withdrawals.

Attention: Coastline Military & Corporate Programs Students. The above Non-Payment Drop Policy does not apply to students registering for the Military/Contract Ed CCC Terms. For applicable TA/Payment Deadlines, view the Military & Corporate Education

Programs Academic Calendar (<http://military.coastline.edu/files/military/AcademicCalendar.pdf>).

### **REFUND POLICY**

In Accordance with California State Regulations and Coast District Policy, registration fees will be refunded according to the following:

#### **ENROLLMENT FEES, NON-RESIDENT FEES, MATERIAL FEES**

100% refund of fees paid at registration for each class dropped by the refund deadline. No refund will be made after the refund deadline. There are no exceptions.

#### **HEALTH FEE, COLLEGE SERVICE CHARGE**

100% of the fees paid at registration will be refunded if the student totally withdraws from all classes by the refund deadline for each class. No refund will be made after the refund deadline. There are no exceptions.

#### **PARKING PERMIT**

Return the parking permit (If purchased) in-person or by mail. The Parking Permit must be postmarked or returned to the Public Safety Office on or before the earliest refund deadline on your official Student Class Program, which is available via the student tab on your MyCCC portal.

#### **TO BE ELIGIBLE FOR A REFUND**

Students must officially withdraw from classes by the refund deadline (Refer to the Student Class Program/ Web Schedule Bill on the Student tab of the MyCCC portal page or see Dates to Remember.) It is the student's responsibility to officially withdraw from classes and to verify all withdrawals. An instructor may drop students for non-attendance. Instructors are not responsible for making sure drops are made by the refund deadline. If the student has not been dropped from the class by the instructor, the student is responsible for withdrawing from the class by the refund deadline. Students who are officially enrolled in a class after the refund deadline will not be eligible for a refund. There are no exceptions.

**REFUND PROCESSING**

Refunds will be automatically processed every week beginning the first week of registration of the semester in which the fees were paid and each week thereafter until the end of the term. Official withdrawals made in accordance with the refund policy and by the withdrawal deadline will generate a credit balance on the student account

**ONLINE CREDIT CARD PAYMENT REFUNDS**

Registration fee payments made by credit card through MyCCC will be refunded to the same credit card used for payment. Allow 6-10 business days for the refund to post. If the Credit Card used to pay fees is no longer valid, it is the student's responsibility to notify the Admissions and Records Office once the credit has been posted to the student's account and prior to the refund being processed. The refund will be converted to a check refund upon proper notification.

All requests for review of account summary must be made within one-year grace period from the semester in which the fees were assessed. Such petitions are subject to review.

**IN PERSON PAYMENT REFUNDS**

Fee payments paid in person, by cash, check, money order or credit card, will be refunded through BankMobile as either a check, mailed to the mailing address the Admissions and Records Office has on file, direct deposit to an existing bank account or to a BankMobile account depending on the refund choice made by the student. It is the responsibility of the student to maintain correct and up-to-date address information. Addresses can be updated on MyCCC, under the Student Tab, and then click on Banner Self Service.

**IMPORTANT**

Payments made using multiple payment methods (online credit card payments and cash, check or money order) during the current registration period will be refunded to the credit card used for online payments.

**Please Note:**

Refund checks will now be issued and mailed by BankMobile.

All students who enroll in classes at Coastline Community College are sent this mailer so that the student

may select a fee refund/financial aid disbursement preference. (Concurrently Enrolled High School students will not receive the mailer)

Payments made by credit card online via your student portal will continue to be refunded back to your credit card.

For more information see the BankMobile Q&A via the Web site.

**RETURNED CHECKS**

Any check returned unpaid (stop payment or insufficient funds) does not constitute automatic withdrawal from class. A check returned from the bank for any reason is subject to a \$25 service charge. A hold will be placed on student records for any financial obligation until the obligation is cleared.

# EOPS/CARE/ NextUp

## ABOUT THE EOPS PROGRAM

Coastline Community College's Extended Opportunity Programs and Services is a state-funded program whose aim is to provide the academic, personal, and financial support necessary for students whose educational and socioeconomic backgrounds might limit their access to higher education, or hinder their ability to be academically successful as they begin their college level studies.

Eligible students are provided additional guidance and support to help them achieve their academic goals. EOPS students who are single parents of young children may receive additional support services through CARE. EOPS students who are current or former foster youth may receive additional support services through NextUp.

### Special Services We Provide

1. Book assistance: The EOPS book service program provides assistance for book rental and/or purchase (depending on the availability of funds).
2. Priority registration: The program provides EOPS students with early registration, making it easier for those students who qualify and participate to get the right classes they need at the times they need them.

3. Counseling and advisement: Staff are available to assist with general information and advisement, and a professional educational EOPS counselor to assist with educational and career goals. All EOPS students must see the EOPS counselor a minimum of three times a semester to maintain good standing.
4. New student orientation: This is a two-hour presentation by EOPS staff to give you comprehensive information.

### EOPS Student Eligibility

1. Must be a California resident or meet AB540/California Dream Act Requirements.
2. Must be enrolled full-time (12 or more units) at the time of acceptance into EOPS and plan to earn a certificate, associate's degree or transfer.
3. Must have completed less than 30 degree-applicable units.
4. Must qualify for the California Promise Grant (formerly BCGFW.)-A or B) or Promise Grant-C with an Expected Family Contribution (EFC) of \$0.
5. Must be considered educationally disadvantaged.

### How is educational disadvantage determined?

Students must meet ONE of the following criteria:

1. Primary language spoken at home is not English.

2. Must be considered a first-generation college student.
3. Must be assessed below college level English or Math.
4. Not a high school graduate.
5. Current or former foster youth.

\*Please note that meeting the eligibility requirements does not guarantee admission to the program.

## ABOUT THE CARE PROGRAM

Cooperative Agencies Resources for Education

The CARE program is a sub-program of EOPS; all CARE students must be EOPS students. The program is designed to assist single parent students with at least one child under 14 who are receiving public assistance (CalWORKS/TANF) for the student or child.

CARE students receive all "over-and-above" services of EOPS, plus provide assistance and services that is unique for these special students.

### The Benefits

Depending on the availability of funds some of the specialized services that CARE may be able to provide include:

1. Specialized workshops and events
2. Gasoline cards
3. CARE grants
4. Referrals to outside agencies

### CARE Student Eligibility

1. Must be an EOPS student
2. Must be 18 years or older, single, and head of household (determined by DSS)

3. Must be receiving CalWORKS/ TANF or have a child receiving public assistance
4. Have at least one child under 14 years of age
5. Enrolled full-time at Coastline

### **ABOUT THE NEXTUP PROGRAM**

The NextUp program is a sub-program of EOPS; all NextUp students are also EOPS students. The program is designed to provide current or former foster youth additional support and resources.

#### **The Benefits**

In addition to the services listed under EOPS some of the specialized services that NextUp may be able to provide include:

1. Additional funds to purchase textbooks
2. NextUp grants

3. Gasoline cards
4. Grocery cards
5. Referrals to outside agencies

### **NextUp Student Eligibility**

1. Be a California resident or meet AB540/California Dream Act Requirements.
2. A current or former foster youth in California whose dependency was established or continued by the court on or after the youth's 16th birthday.
3. Qualify for the California College Promise Grant A or B, or the Promise Grant C with an Expected Family Contribution (EFC) of \$0.
4. Under the age of 26 at the commencement of any academic year in which she or he participates in NextUp.
5. Enrolled in at least 9 units at the time of acceptance into NextUp or .75 time as defined by the college. However, students whose DSPS education plans require that they take less than 9 units are also eligible for NextUp.

### **How can I apply?**

Visit the EOPS website ([www.coastline.edu/services/eops](http://www.coastline.edu/services/eops)) and complete the online EOPS application.

### **Questions?**

Call (714) 241-6237 or visit us online at [www.coastline.edu/services/eops/](http://www.coastline.edu/services/eops/); or stop by the EOPS, CARE and NextUp office located at College Center on the 4th Floor. Business hours are Monday-Thursday, 8:00 a.m. to 5:00 p.m.; and Friday, 8:00 a.m. to Noon.

# FINANCIAL AID

Need help paying for COLLEGE?



## **FINANCIAL AID AT COASTLINE COMMUNITY COLLEGE**

Both the federal and state government offer funds to eligible Coastline students who need assistance in covering the cost of attending college. Generally, financial aid comes in the form of grants, loans, and part-time work programs. In addition, the California College Promise Grant covers Coastline enrollment fees for students who qualify.

All students, including military students and spouses/dependents, who enroll in degree, transfer, or approved certificate

programs should apply for financial aid. Some students pass up the opportunity and don't apply for financial aid because they think they might not qualify. However, many of these students are eligible and miss out on aid they should have received. In addition, the College has the Coastline Promise Program for California resident and AB540 students coming out of high school. Those recent high school graduates who do not qualify for the California College Promise Grant may be able to get their tuition fees waived through the Coastline Promise Program. For more information, go to: <http://www.coastline.edu/coastline-promise>.

All federal and state financial aid can be applied for through one application: the FAFSA (Free Application for Federal Student Aid). The FAFSA is completed online at [www.fafsa.edu.gov](http://www.fafsa.edu.gov). Before attempting to complete the FAFSA, students may want to go to the site to see what they will need to have with them in order to fill out all of the information required. Here are just some of the aid programs a student will be applying for by completing only this one application:

**Pell Grant:** Up to \$6,095 per year that is gift money.

**SEOG Grant:** Up to \$600 per year that is gift money.

**Cal Grant:** Up to \$1,672 per year at Coastline that is gift money.

**Federal Work Study:** Up to \$5,500 per year. This money is earned in on-campus employment.

**Promise Grant:** Waives all CA resident unit fees.

**Federal Direct Loans:** Subsidized and unsubsidized student loans that must be repaid. (Payments begin once the student has finished college or is enrolled in less than 6 units.)

Some students may be eligible to receive several, or even all of these in the same academic year. It makes no sense not to apply to at least see what one might receive.

The FAFSA can be submitted anytime during the academic year. However, students who want to be considered for the most aid possible should apply during October – March 2nd prior to the academic year for which they wish to receive aid (i.e., October 2018 – March 2 of 2019, for funds in the 2019-20 academic year).

Much more information about financial aid is available on the Coast Community College District Financial Aid Website:  
[www.cccd.edu/students/financial-aid](http://www.cccd.edu/students/financial-aid).

### **ATTN: Promise Grant Students**

NEW! All students otherwise eligible for the Promise Grant must now maintain a level of academic progress set forth by the California Community Colleges Chancellor's Office, or lose eligibility. PLEASE read about these specific standards at <http://www.cccd.edu/students/financial-aid> under the California College Promise Grant menu item.

## There are 2 ways to apply for a Promise Grant:

### **1 Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (only way to apply for federal aid, and best way to apply for a Promise Grant)**

Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and fill out the 2018-2019 FAFSA, Free Application for Federal Student Aid. Our school code is 013536. Your processed Federal data will be electronically downloaded for a Promise Grant if you qualify.

### **2 Go to [www.cccd.edu/students/financial-aid](http://www.cccd.edu/students/financial-aid) and click on the “California College Promise Grant” tab..**

Most students have a better chance of qualifying for the Promise Grant through the **FAFSA**.

**IMPORTANT:** Do not fill out the online Promise Grant application if you have already filed a FAFSA for the same academic year.

### **Questions?**

Call (714) 241-6239 or email [financialaid@coastline.edu](mailto:financialaid@coastline.edu); or stop by the office at the College Center.

Financial Aid is open:

Monday-Thursday, 8:00 a.m.-5:00 p.m.;  
and Friday, 8:00 a.m.-12:00 noon

**APPLY ONLINE FOR THE PROMISE GRANT.** The Promise Grant covers the enrollment fee for California residents who qualify. All other fees, books and supplies are not covered by this program and are the responsibility of each student. Promise Grants cover the academic year, starting with Fall. They are valid for three terms: Fall, Spring, and Summer.

# Career Training–CTE

Coastline offers several options for career-minded students. Our certificate programs allow you to focus on the topics that are of interest to you, and let you get in, get out, and get working! For more information on Coastline's certificate programs and complete program requirements, see a counselor or call (714) 241-6209 to request more information on Coastline's Career & Technical programs.

## Certificates of Achievement

These Certificates of Achievement are all approved majors of 18 or more units and will be posted on the transcript. They may be used to meet the 18 unit requirement for the A.A. or A.S. degrees.

### Accounting

- General Accounting
- Bookkeeping
- Taxation

### Building Codes Professional

### Business

- Business Administration
- General Business
- Human Resources Management
- Marketing

### Computer Networking

- Cisco
- Cybersecurity
- Microsoft

### Electronics

### Emergency Management/ Homeland Security

- Emergency Management/  
Homeland Security
- Criminal Justice

### Entrepreneurship and Small Business Management

### Gerontology

### Health Care Management

### Informatics

### Logistics/Supply Chain Management

### Management & Supervision

- Management
- Supervision & Management

### Paralegal Studies

### Process Technology

### Retail Management

## Certificate of Achievements (only)

These Certificates are 18 or more units and will be posted on the transcript. Course units may be applied as electives towards the A.A. or A.S. Degree.

### Biological Technology

- Biological Laboratory Technician

### Business Information Worker

### Digital Media Foundation

- Digital Media Design

### Real Estate Broker

### Real Estate Studies

## Certificates of Accomplishment

These Certificates of Accomplishment are 12 or more units. A Coastline certificate will be awarded, but only courses will be posted on the transcript.

### Cisco Certified Networking

Administrator (CCNA)

CompTIA

Cybersecurity

Digital Media

- Animation and Gaming Foundation

Educational Studies

Human Services

Leadership

Medical Administrative Office Technician

Medical Coding Specialist

Mobile Applications

Process Technician

Fundamentals

Project Management

Retail Management-Advanced

Retail Management-Essentials

Windows Server 2008

## Certificates of Specialization

These Certificates of Specialization are less than 12 units. A Coastline certificate will be awarded, but only the courses will be posted on the transcript.

### Advanced Accounting

Intermediate Accounting

Biotechnology Media Design

Business Plan

CISCO Certified Networking

Professional (CCNP)

Cognitive & Caregivers Boot

Camp

Entrepreneurship Essentials

Entrepreneurship for Artists

Entrepreneurship for Computer

Networking and Security

Consulting

Home Business

Homeland Security (TSA)

MCSA: Windows 8

MCSA: Windows Server 2012

Real Estate Lending & Mortgage

Brokering

Real Estate Property Salesperson

This information is subject to

change. For the latest information

please check the Catalog or

[www.coastline.edu](http://www.coastline.edu).



## DISCOVER COASTLINE'S BUSINESS PROGRAM

Studying business can prepare you for a wide variety of careers, but choosing what type of business career you want can sometimes be difficult. Many business careers incorporate similar skill-sets, like critical thinking, management methods, e-commerce or e-business tactics, the principles of entrepreneurship, and finance or accounting skills. Although numerous careers in business require most of these skills, you can find the career that best suits your interests by analyzing the different work environments and duties you'll encounter on the job.

For example, you can go into Health Care Management and work at a hospital, for an insurer, or for a local clinic. In the field of Human Resources, you'll recruit and manage a company's finest resource—its employees. With a focus on Marketing, you can work at an ad agency, go into sports marketing, or even go into the field of entertainment marketing for a movie studio or network. And, if you're interested in how businesses work together to provide services to millions of customers, you can focus your business studies on Supply Chain Management.

At Coastline, you'll find courses that lead to an Associates degree in Business Administration, General Business, Health Care Management, Human Resources, Management, Marketing, Retail Management, Small Business Ownership, Supervision, and Supply Chain Management. These courses can launch a new career for you, or help you to advance in your current career! Call today to find out more: (714) 241-6209.

## Things to remember . . .

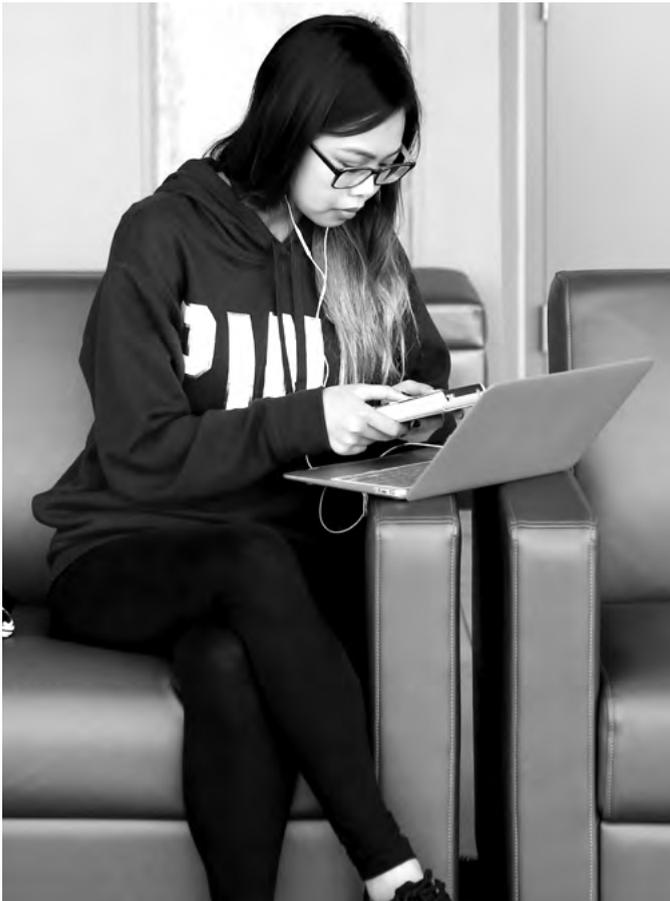
**Petition to repeat a class:** Due to changes in the education code, students who have successfully completed a course may not repeat that same course. You may apply for an exception by filling out a waiver form.

**Waiver of AA and/or Certificate Requirements:** Students wishing to substitute or waive courses which satisfy associate in arts degree or certificate of achievement requirements must see a counselor and complete a "Petition to Substitute and/or Waive Academic Requirements and/or Regulations." Forms can be obtained in the Admissions office.

**Petition for Graduation:** An associate in arts degree or a certificate of achievement is not automatically awarded. Students are required to petition for the degree or certificates of achievement at the beginning of the semester in which they will be completing their final requirement. Petitions are available in the Admissions office.

**Graduation Filing Dates: APPLY AUGUST 27 THROUGH NOVEMBER 9, 2018.**

Commencement exercises are held once a year at the end of the Spring Semester. Detailed information will be mailed to all students who have petitioned to graduate at the end of April. Diplomas will be mailed to the students approximately one month after the end of the semester in which the application was filed.



# About Distance Learning

*The flexible, convenient way to complete your courses*

Distance Learning (DL) combines technology—television, computers, FAX/modems, telephone—with printed materials to bring course content, instructor, and students together. DL courses fulfill degree and transfer requirements, and Coastline offers a comprehensive selection of DL courses that allows you to meet nearly all requirements for an associate degree or for transfer to the CSU or UC systems.

The Distance Learning program at Coastline is perfect for highly self-motivated, committed, goal-oriented learners. It is also a great option for students with limited mobility due to disabilities or other special situations.

## Available Distance Learning Opportunities

With more than 40 years of experience in distance learning, Coastline offers a variety of college-credit course options to meet your educational needs:

**TELECOURSES**—Watch preproduced programs on broadcast or Cable TV, record lessons for later viewing, or visit Coastline’s viewing centers. Read textbooks, handbooks and study guides; interact with instructors via phone, fax or email; attend live review sessions; mail in assignments and quizzes, and take onsite or proctored exams. Access telecourse student handbook, quizzes and instructor information online at <http://dl.coastline.edu>, select “View Course Websites.”

**CABLE COURSES**—Watch instructors in locally produced programs on cable TV, record lessons for later viewing, or visit Coastline’s viewing centers. Read textbooks, handbooks and study guides; interact with instructors via phone, fax or email; attend review sessions; mail in assignments and quizzes, and take onsite or proctored exams. Additional internet/online support may be available.

**INDEPENDENT STUDY/CD-ROM COURSES**—Study independently using specially prepared course materials that include reading materials, textbooks, study guides, self-paced assignments and video materials. May also include CD-ROM multimedia materials, Internet access or lab kits. Interact with

instructor via phone, fax or email, watch or listen to pre-recorded review sessions, mail in assignments and quizzes, and take onsite or proctored exams.

**INTERNET/WEB-BASED COURSES**—Take courses online and work at your own time, place and speed! Each course has a substantive portion of course materials (syllabus, assignments, lectures) delivered online. Students must have access to a multimedia computer with full-service Internet connection (Internet Service Provider) and Internet Explorer (7.0 or above).

Course activities include discussion forums for student-student as well as instructor-student interactions. Textbooks, email, media materials, videotape (real video and audio), postal mail, fax and CD-ROM materials may also be used as part of the learning experience. Examinations will be administered onsite or proctored by arrangement. Passwords to access portions of the website content will be issued once the student completes a “letter of agreement” online. All Internet sites will be available to registered students one week prior to the official start date of the course.

**Military & Corporate Education Distant Learning Options:**  
[Coastline.edu/ELD](http://Coastline.edu/ELD) (Refer to page 126).

For more information on Distance Learning, please see pages 143-153.

# STUDENT SERVICES

Some important tips to get you through the semester

*The following Student Services and Policies and Regulations sections are listed in alphabetical order. Throughout these sections Coastline Community College is referred to as “Coastline” and the Coast Community College District is referred to as “CCCD.”*

## ASSESSMENT CENTER

📄 <http://www.coastline.edu/services/assessment-center/>

☎ (714) 241-6285

The Assessment Center provides testing services by administering placement tests in English and math, as well as administering alternative exams for students enrolling in distance learning courses. In order to take a placement test or alternative exam, students need to have a Coastline student ID number and display a photo ID. The Assessment Center is located at the College Center in Fountain Valley, 11460 Warner Avenue. Testing dates and times, practice placement tests, and additional information are posted on the Assessment Center’s web page at <http://www.coastline.edu/services/assessment-center/>.

Students may schedule their placement tests online by following the instructions posted at the Assessment web page at <http://testing.coastline.edu/>.

Placement results are available immediately after completing the tests. Assessed students are directed to speak with a counselor to determine course placements that are based upon multiple measures.

Students may also receive placement into English and math courses via the following alternative methods:

- Multiple Measure Assessment Project (MMAP) - Students who recently (within the last 10 years) attended high school for three or

more years can receive placement into English and math courses based on the courses completed; their grades in those courses; and the cumulative, unweighted high school GPA. Some students may be placed directly in transfer-level English and mathematics courses. Students can complete the MMAP form in the Assessment Center or obtain the form by going to the Assessment Center web page. Completed forms can be emailed to [assessment@coastline.edu](mailto:assessment@coastline.edu) as a PDF attachment.

- Challenge a Prerequisite – students may challenge a prerequisite by completing the Prerequisite/Clearance/Challenge request form. Students are required to take the placement tests prior to filing the petition. Completed forms should be submitted to the Admissions & Records office located in Fountain Valley at the College Center.
- Credit by Exam – Students may request the Credit by Exam; a pass confers credit for English C099. Students can request this form from the Admissions & Records office.
- Guided Self-Placement – As of January 1, 2018, students may bypass developmental-level prerequisites and place themselves into college-level math and English: “a community college district or community college may use self-reported high school information or guided placement, including self-placement for students” (AB 705, 2017, Sec. 2D).

Students enrolling under this open placement model may wish to receive guidance to maximize their likelihood of succeeding in college-level (non-developmental) classes in the shortest time possible. Thus, we recommend that students seek a counselor’s or advisor’s input if they place into English C099: Fundamentals of Composition via the above options yet wish to self-place into English C100: Freshman Composition. For self-guided math placement, students can complete the Math Guided Self-Placement form in the Assessment Center.

- Early Assessment Program (EAP) – high school students who received a “Ready”/ “Standard Exceeded” status for English and/or Math. Students can submit their results to the Admissions & Records office.
- Successful completion of prerequisite courses – students who have successfully completed an English or math course from an accredited college or university that is considered equivalent at Coastline. Students can submit their official transcripts to the Admissions & Records office.
- Advanced Placement (AP) scores – students who received a score of “3” or above on AP Calculus and/or AP English Literature or AP English Language and Composition. Students can submit their results to the Admissions & Records office.
- College Level Examination Program (CLEP) credits – students can submit

their results to the Admissions & Records office for math placement only.

- International Baccalaureate (IB) scores – students can earn IB credit with minimum score of 5 except where noted in the catalog. Students can submit their results to the Admissions & Records office.
- Placement test results – students who have taken a placement test at another accredited community college within the last two years (excludes ESL). Students can submit their results to the Admissions & Records office.
- Students who possess an associate degree or higher may be exempt from placement testing. Students must provide official transcripts in order to verify satisfactory completion of college-level English and math coursework in order to be exempt from testing. Students can submit their official transcripts to the Admissions & Records office.

### **Coastline Placement Test Re-take Policy**

Students are allowed a second (2nd) attempt on the English and Math Placement Tests after a minimum of one week (7 days) from the first attempt. A third (3rd) attempt may occur three (3) months after the date of the second attempt along with proof of participating in an appropriate intervention (e.g., tutoring, College Readiness Academy, etc.) as determined by the Assessment Center in conjunction with the Student Success Coordinator. All test results are valid for two (2) years from the original test date.

### **CALWORKS**

[www.coastline.edu/services/calworks/](http://www.coastline.edu/services/calworks/)

(714) 241-6237

The CalWORKs Program at Coastline Community College provides a comprehensive program of instruction

and student support services for CalWORKs participants. This program aims to prepare participants to transition into unsubsidized employment as well as to achieve long term self-sufficiency. The program also offers support services such as transportation assistance, educational counseling, assessment skills testing, basic skills remediation, admissions assistance, financial aid assistance, tutoring services, job placement assistance, and work-study opportunities. We offer case management and coordination with Orange County and Los Angeles County Department of Social Services.

In order to be an eligible participant in the Coastline's CalWORKs Program, you must:

- be a current CalWORKs recipient receiving cash aid and in good standing with the County;
- develop a Welfare-to-Work Plan with the California Department of Social Services CalWORKs; and
- be a student in good standing at our college.

### **CAREER CENTER**

[www.coastline.edu/services/career-services-center/](http://www.coastline.edu/services/career-services-center/)

(714) 241-6311

The Career Services Center assists students in making informed and educated decisions regarding their career goals, as well as with job search and acquisition.

Students can obtain labor market information such as current employment statistics, labor force, wages, and outlook.

For more information, please see our website, call, or visit us at College Center.

### **COUNSELING SERVICES**

[www.coastline.edu/services/counseling/](http://www.coastline.edu/services/counseling/)

(714) 241-6162

Our professionally trained and courteous counselors are available to assist you with:

- Educational Planning
- Career Exploration
- Counseling Courses
- Re-Entry Services
- Transfer Information

Counselors are available for in-person appointments at Fountain Valley, Garden Grove, and Westminster. We also offer telephone appointments. For quick questions, consider our Online eAdvising and Live eChat available via our website listed above.

Call the number above for more information or to schedule an appointment or visit us at College Center.

### **EXTENDED OPPORTUNITY PROGRAMS & SERVICES (EOPS) AND COOPERATIVE AGENCIES FOR EDUCATION (CARE) AND NEXTUP**

[www.coastline.edu/services/eops/](http://www.coastline.edu/services/eops/)

(714) 241-6237

The full set of services provided to eligible EOPS students are designed to address the financial and educational disadvantage obstacles and help students achieve their educational goal(s): Associates degree, Certificate and/or preparation for transfer to a 4-year institution.

Interested students who meet EOPS eligibility criteria are expected to follow-through on all program requirements as a condition of receiving the full range of program benefits and services.

For more information, visit our website above, call us, or visit us at College Center, 4th Floor.

## FINANCIAL AID

Coastline participates in major state and federal financial aid programs, which may be in the form of grants, loans, or work opportunities. Contact the Financial Aid office, College Center, Room 419, email [financialaid@coastline.edu](mailto:financialaid@coastline.edu) or call (714) 241-6239 for details.

## HEALTH SERVICES

Health services (primary care professional services/not an insurance plan) for Coastline students are provided by: Memorial Prompt Care. For details, see page 18 of this class schedule or go to our website at [www.coastline.edu](http://www.coastline.edu).

**Alcohol and Drug Prevention Resources:** The CCCD strives to provide a drug-free environment that maximizes academic achievement and personal growth. The three colleges in the District offer a variety of classes which focus on alcohol and drug abuse prevention education. Coastline offers Health C100—Personal Health.

**Counseling:** The County of Orange Public Health Department, Orange County Alcohol Services Office, offers therapy and counseling treatment for family members of alcoholic clients. Call (714) 896-7574 for information. The office is located at 14180 Beach Boulevard, Westminster, CA 92683.

**State Laws and College Regulations:** State laws and the CCCD Student Code of Conduct specifically prohibit the use, possession, distribution and sale of drugs or alcohol on campus property, at any college-sponsored activity or event, or in District and college vehicles regardless of location. Complete information on the laws and the Student Code of Conduct is available at the College Center, Student Services office. The use of all tobacco products is prohibited in all District buildings and vehicles.

## LEGAL CLINIC

Coastline students, staff, faculty and/or alumni may use clinic services. Attorneys are available evenings for an initial one-half hour FREE consultation. Call (714) 241-6298 to schedule an appointment.

## SCHOLARSHIPS

Coastline's Scholarship Recognition Awards are granted to students who have demonstrated excellence, academic achievement, and/or wish to pursue educational or career goals. Students enrolled at Coastline in the Fall or Spring semesters may apply for scholarships. The awards are presented at the Scholarship Reception during the Spring semester. Scholarships do not have to be repaid. Please visit [www.coastline.edu/scholarships](http://www.coastline.edu/scholarships) or email [scholarshiphelp@coastline.edu](mailto:scholarshiphelp@coastline.edu) for more information.

## SPECIAL PROGRAMS AND SERVICES FOR THE DISABLED

Students with disabilities (e.g. mobility, communication, speech, hearing, learning, vision, acquired brain injury, intellectual, and/or psychological) are invited to request assistance from Special Programs and Services for the Disabled office.

SERVICES include, but are not limited to: interpreting services, note taking, registration assistance, specialized counseling, specialized materials/equipment (i.e., digital recorders, enlarged print, e-text, and other alternative formatted materials), test proctoring, and extended time on exams.

PROGRAMS: Coastline also offers comprehensive programs and services to students with intellectual disabilities, acquired brain injuries, and mobility impairments.

Priority Registration is given to qualified students with a verified disability. To obtain more information

about Priority Registration and other accommodations, please contact the Special Programs and Services Office located at the Newport Beach Campus, 1515 Monrovia Avenue, Newport Beach, CA 92663 (714) 241-6214 or (714) 751-2072 (TTY).

## TRANSFER CENTER

The Transfer Center provides students with transfer information, resources, and services on: CSU-UC and-private school-application assistance and deadlines, transfer majors and career paths, transfer fairs, scholarship applications, university tours, workshops, and college representative visits. For more information, email [transfercenter@coastline.edu](mailto:transfercenter@coastline.edu), call (714) 241-6171 or visit us at the Garden Grove Campus, 12901 Euclid Street-Room 109, Garden Grove.

## VETERANS ADMINISTRATION REQUIREMENTS FOR RECEIVING VETERANS BENEFITS

1. In order to claim benefits, a veteran or eligible person must have, as an educational objective, an (a) Associate in Arts Degree, (b) Baccalaureate Degree, or (c) Certificate Program. If, after consulting the college catalog or the schedule of classes a person wishing to file for veterans benefits is still unsure of his/her goals or major, arrangements should be made for a counseling appointment.
2. In order to ensure continuity of benefits, satisfactory progress must be made toward the stated major.
3. Attendance in enrolled classes is expected at all times.
4. After each registration, the person receiving veterans benefits must notify the Veteran Certifying Official of any program changes, i.e., complete withdrawal from college, adjustment of units, courses added and dropped, etc.
5. Those with 24 or more units of college work completed and who wish to apply for benefits must have program approval. Contact the Veteran Certifying Official for proper procedure.

6. Veterans with fewer than 24 units must submit transcripts for all previous college work to Coastline Community College within four weeks after the semester begins.

**Unit Load to Qualify for GI Bill:**

	<b>8-week session</b>	<b>16-week semester</b>
Full time	6 units	12 units
3/4 time	4-5 units	9-11 units
1/2 time	3 units	6-8 units

CAL-VET: Students who qualify for CAL-VET benefits should contact the Financial Aid Office.

It will be the responsibility of the veteran or eligible dependent to adhere to the regulations of the Veterans Administration and Coastline policies. If there are any questions regarding the veteran benefits, check with the Veteran Certifying Official at (714) 241-6325.

Veterans—Contact your Veteran Certifying Official to see how intersession courses may allow you to access your BAH benefits.

**ELIGIBILITY FOR VETERAN BENEFITS**

A veteran may be eligible for benefits for ten years after the date of separation from active duty provided discharge or release was other than dishonorable, and he/she served at least a hundred and eighty-one (181) continuous days or was discharged or released because of a service-connected disability. Veterans who entered active duty beginning July 1, 1985, may be eligible under Chapter 30, the Montgomery GI, bill provided they:

- Served at least two years with honorable discharge, and
- Had \$100 per month deducted from their military pay for educational benefits during the first 12 months of active duty.

Selected Reserve participants may be eligible under Chapter 1606.

**Priority Registration:** Coastline Community College offers priority registration to veterans for four academic years within 15 years of

separation date. To be considered for Veteran Priority registration, students must:

- Meet all of the Priority Registration requirements.
- Submit a copy of their DD214

New & Returning students who have previously submitted the above should request priority registration by contacting the Veteran Certifying Official. For additional information, please contact the Veteran Certifying Official in the Admissions and Records Office at (714) 241-6325.

**VACA ACT — VETERANS ACCESS, CHOICE AND ACCOUNTABILITY ACT**

Effective July 1, 2015, California Education Code (78075.5(c) c) allows California Community Colleges to grant full exemption from the nonresident fee for all students verified to be “covered individuals.” Refer to page 9 in this schedule for more information on who qualifies.



## VETERANS RESOURCE CENTERS

Coastline's Veterans Resource Centers (VRC) are community-based centers that engage not only local Veterans taking classes, but also serve to connect student-Veterans located worldwide, and community Veterans who wish to support their peers. The VRCs provide a comfortable and positive environment where Veterans will find access to academic resources, community referrals, networking opportunities, counseling and advisement services, computer access with Wi-Fi, a place to study, and workshops featuring guest lecturers of value to Veterans seeking career and academic opportunities. Coastline also provides the resources available in the VRCs to students worldwide through a Virtual VRC.

For more information or hours, please email [Vet2Vet@coastline.edu](mailto:Vet2Vet@coastline.edu) or call (714) 241-6126.

### Veterans Resource Center Locations:

College Center VRC

11460 Warner Avenue, Fountain Valley, 92708

Newport Beach Campus VRC

1515 Monrovia Avenue, Newport Beach, 92660

## Workforce Development & Corporate Education

Coastline designs, produces, and delivers customized education & training programs, on-site or online, designed to meet the workforce development needs of employers.

For more information or a list of Business & Industry Partners, please contact Joycelyn Groot, Executive Dean, Extended Learning Division, 714.241.6161 or [JGroot@Coastline.edu](mailto:JGroot@Coastline.edu).

## Remember to file for GRADUATION!

If you are nearing completion of your program, be sure to FILE the application for graduation. Students must turn in this paperwork by the deadline date in order to graduate.

For Fall 2018 graduation, you can file between August 27, 2018 and November 9, 2018.

Questions on qualifying to petition for graduation? Call the Counseling Office at (714) 241-6162.

## Important College Terms

**Closed Classes**—If the class in which you wish to enroll is closed—don't give up!

1. Go for the sure thing! Try to find another CRN of the course that may still have seats available; or
2. If there is a wait list option, place yourself on the wait list. If a seat becomes available, you will be notified by email (students with current cell phone will receive a text notification) and will have 24 hours to add the wait listed class. All prerequisites and corequisites must be met; or
3. If wait lists are not available, check back to see if a seat may have become available due to a student withdrawal or due to a student being dropped for nonpayment of fee; or
4. Go to the first class meeting. If space is available, the instructor may give you an ADD PERMIT with an Add Authorization Code (AAC). The AAC will allow you to register for the course prior to the "EXPIRES" deadline using the online registration system.

**Permission Required Courses**—Enclose test scores and proof of eligibility for math and English. These forms must be submitted prior to your registration appointment.

**Class Canceled**—A canceled class/section is one that is not going to be offered for that semester due to various reasons. You will need to choose an alternate class/section.

**Concurrent Enrollment Required**—Applies to classes in which you must enroll in both a lecture and a lab. It may also apply to classes that require you to enroll in another type of class at the same time.

**Duplicate Section**—You cannot enroll in two sections of the same course during the same semester unless they are a first and second eight-week class and coded as a repeatable course.

**Time Conflict**—You may not enroll in two classes that overlap in time. Check the scheduled class times carefully when planning your program.

# POLICIES & REGULATIONS

More things you need to know.

## ACADEMIC FREEDOM STATEMENT

Coastline Community College recognizes that the free search for truth and the expression of diverse opinions are essential to a democratic society, and encourages and protects academic freedom as per Coast Community College District Board of Trustees policy number BP 4030 as approved 02/05/03.

## COASTLINE COMMUNITY COLLEGE ACADEMIC HONESTY PROCEDURES

Academic Honesty is a Joint Responsibility of the Individual Student and the College's Faculty and Staff

Coastline Community College's institutional integrity is built in part upon the individual student's commitment to academic honesty. The College's institutional integrity is also founded upon the effective administration of academic honesty issues by the College's faculty and staff.

Coastline Community College Faculty are responsible for ensuring that the student grades are truly indicative of the student's learned knowledge as exhibited in the classroom. Student acts of academic dishonesty cause disruption of the educational process, weaken our College's institutional integrity, and present challenges for our faculty to fairly assess the student's academic performance.

Coastline Community College Faculty holds primary responsibility for ensuring that academic honesty is maintained in their classes. Individual students also share in this responsibility. Coastline students

are required to refrain from all acts of academic dishonesty. The Coast Community College District's Student Code of Conduct and Disciplinary Procedures (BP-5500) apply to students whose conduct violates this academic honesty procedure.

## PROCEDURES FOR DEALING WITH VIOLATIONS OF ACADEMIC DISHONESTY

### Actions Taken by Faculty Member

Any Coastline Faculty member who has evidence that a student has committed an act of academic dishonesty, shall, after speaking with the student, take one or more of the following disciplinary actions:

- Issue an oral reprimand.
- Give the student an "F" grade or zero points or a reduced number of points on all or part of a particular paper, project or examination;
- If the act of academic dishonesty results in a "F" grade or zero points being awarded to the student for that particular paper, project, or examination, and this result affects the student's overall grade in the class, then the student shall be issued the proper grade, as affected by the specific "F" or zero grade, by the faculty member.

For any incident of academic dishonesty resulting in the instructor's issuance of an "F" or zero points - the instructor shall assess the severity of the student's misconduct and determine whether the incident should be immediately reported to the College's Student Discipline Officer (presently the Vice President of Student Services)

on the "Academic Dishonesty Report" form (Maxient).

Actions by the College Administration

The sanction imposed for an act of academic dishonesty depends on the severity of the alleged improper conduct of the student. However, sanctions are generally imposed as follows:

Upon receipt of a faculty-member completed first "Academic Dishonesty Report" form concerning a student, (or) upon satisfactory investigation of allegations brought by other staff or students about academic misconduct by a student, the Student Discipline Officer shall respond in one of two ways:

- 1) By sending a Student Discipline Notification Letter to the student, inviting the student to present a response to the allegations of academic dishonesty. The Student Discipline Officer will inform the student that if a finding of academic dishonesty is sustained, the student will be issued student conduct sanctions determined by the Student Discipline Officer pursuant to the District's Student Code of Conduct.
- 2) The Student Discipline Officer may also create an Academic Dishonesty Report file and send no letter (the Student Discipline Officer will not take action, based on the request of the individual instructor, who will handle the disciplinary action individually with his/her own students). If the Student Discipline Officer notes that multiple Academic Dishonesty Reports have been filed for particular students,

from multiple instructors, however, then the student will receive the Letter of Student Discipline Notification.

Upon receipt of an “Academic Dishonesty Report” of academic misconduct committed by a student, the Student Discipline Officer may seek the suspension of the student for one or two full calendar years.

If, upon this student’s return from the one to two year suspension, the Student Discipline Officer receives any further reports of academic dishonesty concerning this student, the Student Discipline Officer may recommend the student be expelled from the District for a period of no less than three years to ten years.

Depending on the severity of the student’s academic dishonesty, a student may be suspended from the College on a first offense or be recommended for expulsion by the CCCD Board of Trustees.

The Student Discipline Officer shall keep the faculty member and Division Dean reasonably informed of the status of the student discipline process and outcome.

#### Examples of Academic Dishonesty Conduct

Some examples of academic dishonesty conduct warranting the imposition of disciplinary probation, suspension or expulsion include, but are not limited to, the following:

1. Taking an examination for another student or having someone else take an examination for one-self.
2. Altering a graded examination/assignment and returning it for additional credit.
3. Having another person or a company do research and/or writing of a report.
4. Stealing or attempting to steal an examination or answer key.
5. Printing an online exam without the express authorization of the instructor.
6. Stealing or attempting to change official academic records.

7. Forging or altering grades.
8. Obtaining answers from another student before or during an examination.
9. Falsely reporting or claiming to have experienced technical difficulties with online instructional tests, quizzes, or assignments.
10. Knowingly allowing another student to copy one’s work.
11. Using unauthorized materials, such as notebooks, calculators, or other items, without the instructor’s consent during an examination or placement test.
12. Sharing answers for a take-home or on-line examination unless otherwise authorized by the instructor.
13. Receiving help in creating a speech, essay, report, project or paper unless otherwise authorized by the instructor.
14. Turning in a speech, essay, report, project or paper done for one class to another class unless specifically authorized by the instructor of the second class.
15. Misreporting or altering the data in laboratory or research projects.
16. Offering another person’s work as one’s own: copying a speech, essay, report, discussion board posting, project or paper from another person or from books, websites, or other sources.
17. Using outside sources (books, or other written sources) without giving proper credit (by naming the person and putting any exact words in quotation marks).
18. Intentionally impairing the performance of other students and/or a faculty member.
19. Collusion - when any student knowingly or intentionally helps another student perform an act of academic dishonesty. Collusion in an act of academic dishonesty will be disciplined in the same manner as the act itself.

## ACADEMIC RENEWAL POLICY AND PROCEDURE

This Academic Renewal Policy (BP 4240) for Coastline Community College is issued pursuant to Section 55764 and 55765 of the California Administrative Code (Title 5) regulations. The purpose of this policy is to disregard past substandard academic performance of a student when such work is not reflective of their current demonstrated ability. It is based on the recognition that due to unusual circumstances, or circumstances beyond the control of a student, the past substandard work will negatively affect their academic standing and unnecessarily prolong the rate at which he/she may complete his/her current objectives.

Therefore, under the circumstances outlined below, Coastline Community College may disregard from all considerations associated with requirements for the Certificate of Achievement/Associate in Arts Degree and general education certification up to a maximum of thirty (30) semester units of course work from two semesters taken at any college. These circumstances are:

1. The student has requested the action formally and has presented evidence that work completed in the term(s) under consideration is substandard (less than a 2.0 grade point average) and not representative of present scholastic ability as verified by the current level of performance. Verification must consist of:
  - a. Completion of a minimum of 12 semester units of course work at any regionally accredited college or university with a minimum cumulative grade point average of at least 2.0 subsequent to the course work to be disregarded.
  - b. At least 12 months has elapsed since completion of the most recent course work to be disregarded.

2. Agreement that all units taken during the semester(s) to be disregarded, except those courses required as a prerequisite or to satisfy a requirement, in the student's "redirected" educational objective.
3. An understanding that the student's permanent academic record shall be annotated so that it is readily evident to all users of the records that units disregarded, even if satisfactory, may not apply to certificate, degree or general education certification requirements.
4. Agreement that all course work remains legible on the student's permanent record ensuring a true and complete academic history.

If another accredited college has acted to remove previous course work from Certificate of Achievement, Associate in Arts or Bachelor Degree consideration, such action shall be honored in terms of that institution's policy. Units disregarded by another institution shall be deducted from the thirty semester units maximum of course work eligible for alleviation at Coastline Community College.

Students requesting removal of previous course work for certificate or degree consideration shall file a petition at the Admissions and Records Office. The petition shall outline the semesters of course work to be disregarded and shall include evidence verifying (1) that work completed during this period is substandard, and (2) the expiration of at least 12 months since the end of the last term to be excluded. All official transcripts must be on file at Coastline Community College.

The Director of Admissions and Records or his/her designee shall act to approve the petition and make the proper annotation on the student's permanent record upon verification of the conditions set forth herein.

**NOTE:** It is possible that other colleges or universities may not accept the Academic Renewal Policy.

## ACADEMIC STANDARDS

Coastline recognizes academic honor in four ways:

1. **PRESIDENT'S LIST:** A student is eligible to be included on the President's List after completing a semester of at least 12 units in courses awarding letter grades during which a GPA of 4.0 is earned.
2. **DEAN'S LIST:** A student is eligible to be included on the Dean's List after completing a semester of at least 12 units in courses awarding letter grades during which a GPA of 3.50 to 3.99 is earned.
3. **HONOR'S LIST:** A student is eligible to be included on the Honor's List after completing a semester of 6.0 to 11.9 units in courses awarding letter grades during which a GPA of 3.75 to 4.0 is earned.
4. **GRADUATION WITH HONORS:** A student is eligible for Graduation with Honors if he or she achieves a 3.50 or higher GPA in all college units attempted and a 3.50 or higher GPA in all courses completed at Coastline.

**Probation Status:** The CCCD's policy on probation states that a student shall be placed on probation if he or she meets one of two conditions:

1. **Academic Probation**—A student is on academic probation if he or she has attempted at least 12 semester units at a district college and
  - a. has a grade point average of less than 2.0 in the most recent semester completed, or
  - b. has a cumulative grade point average of less than 2.0 in all units attempted.
2. **Progress Probation**—A student is on progress probation if he or she has attempted at least 12 semester units at a district college and the percentage of units with "W, I, NC, AND NP" grades reaches or exceeds 50 percent.

Students on probation at one CCCD college shall be on probation at all colleges within the CCCD. All probationary students shall be notified of their status and counseling services shall be made available.

**Disqualification Status:** The approved disqualification policy states that a student in the CCCD who is on academic or progress probation shall be disqualified whenever he or she meets one of two conditions:

1. **Academic Disqualification**—Any student on academic probation for two consecutive semesters shall be academically disqualified.
2. **Progress Disqualification**—Any student on progress probation for two consecutive semesters shall be disqualified for lack of satisfactory progress.

Students on disqualification at one CCCD college shall be on disqualification at all colleges within the CCCD. Students shall be notified of dismissal status near the beginning of the semester that it takes effect, but in any case, no later than the start of the Fall semester. If circumstances warrant, exceptions may be made and reinstatement granted by the Probation and Disqualification Review Committee.

## ACCREDITATION

Coastline Community College is accredited by the Accrediting Commission of Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial, Ste. 204 Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

## ANIMALS AND/OR PETS

Animals and/or pets of any kind or description are not allowed on or within college property. This restriction also applies to animals and/or pets confined in any vehicle parked on college property. This does not apply to the use of guide, signal or service dogs for assisting persons with disabilities.

## AUDITING

The college is no longer offering students the option to audit a course.

## CAMPUS SAFETY

Your safety continues to be our highest priority. The following policies and procedures were created with this goal in mind:

**Procedures:** To report a crime in progress, or other emergency requiring police or fire response, call 9-1-1. For non-emergency or routine calls, contact the Campus Safety Department or the business number of the local police department. The Campus Safety Department may be contacted directly at (714) 241-6360 or through any of the area offices.

Coastline has an incident reporting system which allows for a complete description of any incident. If students, staff or faculty are parties or witnesses to an incident that requires further review or investigation by the college, they should contact the College Center or one of the area offices to file a report.

**Facilities:** In general, all facilities remain open during business hours, 8:00 a.m. – 10:00 p.m. at instructional sites, and 8:00 a.m. – 5:00 p.m. at the College Center.

**Law Enforcement:** The Campus Safety Department maintains a close working relationship with the local police departments for each area containing a Coastline facility. Coastline security officers and key staff will report incidents or summon the assistance of local agencies on an as-needed basis.

**Communication:** When a particular incident occurs that is of interest to students, faculty and staff, a collegewide flier/bulletin may be distributed which describes the incident, the actions taken, and safety suggestions.

**Crime Statistics (Jeanne Clery Act):** Crime statistics for Coastline can be found on the college website at [www.coastline.edu](http://www.coastline.edu) or the Department of Education website at <http://ope.ed.gov/security/>. A complete copy of the report can be obtained from the Campus Safety department, or Coastline's Business office. Call (714) 241-6145 for more information.

## CHANGES

Coastline makes every effort to assure the class schedule information is accurate. Because this publication must be prepared well in advance, changes in some programs inevitably will occur. Courses described in this publication are subject to change without notice. All classes offered are based upon sufficient enrollment to economically warrant them. Classes may be canceled as a result of low enrollment, state legislation and/or financial consideration. When classes are canceled due to low enrollment, every attempt will be made to help students adjust their academic schedules. In addition, students are advised that all information set out in this publication is subject to change without notice, and the Board of Trustees of the CCCD, the chancellor of the CCCD and the president of Coastline reserve the right to add, amend or repeal regulations, rules, resolutions or policies within the administrative area of responsibility of such officers.

## CLASS ATTENDANCE

Students are expected to attend classes regularly. Failure to attend may be taken into consideration by instructors when assigning grades. Students who miss the first class meeting, are absent for two contiguous class meeting or have too many absences MAY be dropped by the Instructor at any time during the semester until the final deadline for withdrawal. Instructors may have more restrictive requirements for attendance and these requirements shall be stated in the class syllabus. Student's that miss class due to verifiable extenuating circumstances beyond the control of the student (i.e. accident, illness, death in immediate family, etc.) should inform their instructors prior to missing class meetings. A student who has been absent because of extenuating circumstance should report to the instructor on the day of his/her return. No absence excuses a student from making up the work missed. Students should realize that absences may adversely affect their grades.

**NOTE:** It is the responsibility of the student to withdraw in order to meet all fee/ refund deadlines and it is also the responsibility of the student to withdraw by state mandated deadlines to avoid grade penalties.

## CLASS WITHDRAWAL PROCEDURES

Each student is responsible to complete OR officially withdraw from each class in which he/she enrolls.

Students who are dropped by their instructors for missing the first class meeting or for excessive absences should verify the instructor drop with the Admissions Office in order to avoid grade penalties and to comply with critical drop dates as specified.

Students should be aware that "W's" are used to determine academic status.

Students may withdraw/drop a class by:

1. Logging in to your MyCCC site. Drops will be allowed via the web in accordance with published drop deadlines.
2. Mailing a letter or Student Drop Form by the drop deadline date to Coastline Community College, 11460 Warner Avenue, Fountain Valley, CA 92708. The letter should be sent to the attention of the Admissions office and the student needs to make sure the envelope has a USPS postmark on or before the deadline date.
3. In-person in the Admissions Office during normal business hours, Monday – Thursday, 8:00 am to 5:00 pm and Fridays 8:00 am to 12 noon. Students will be required to present a valid Driver's License, Military ID or Passport to drop a class.

#### **WITHDRAW AFTER DEADLINE**

Students may petition for a "W" grade after the final limit for "W" only for extenuating circumstances beyond the control of the student, such as verified accident or illness. Petitions must be reviewed and approved by the Grade Review Committee.

#### **REPEATING CLASSES**

It is possible to repeat a class only in certain circumstances as follows:

1. In the course description in the catalog, the class is identified as eligible for repetition; or
  2. The class is eligible for grade remediation by repetition.
- \*New repeat rules effective Summer Term 2012\*-- Students are now limited to three (3) total enrollments for most credit courses. Students will not be allowed to repeat a course more than three times without documented evidence of extenuating circumstances. 'W' grades are counted as enrollments.

#### **REASONS TO REPEAT A CLASS**

- A. Repeating a course in an effort to alleviate a substandard grade; Students who receive substandard grades ("D", "F", "NP" or "NC") and/or one or more Withdrawals ("W") on the transcript may attempt to successfully complete the course up to a total of two additional times within the Coast Community College District, if necessary to alleviate the substandard grade or successfully complete the course.
- After the third attempt to receive a passing grade in a course, the student may complete the Petition to Repeat form and submit to the Admissions and Records Office for one additional attempt. Petitions are only considered for documented extenuating circumstances. Students who withdraw and receive a "W" on each of the three allowable attempts, if by petition the student is given permission to enroll, the students will not be able to withdraw from the course again and an evaluative grade symbol will be recorded. **NO FURTHER ATTEMPTS WILL BE PERMITTED.**

If the substandard grade is repeated within the Coast Community College District, the Repeat/Delete grade exclusion will be automatically performed on the student's academic transcript. The grades in the latest term will be the grade which will be used to calculate grade point average regardless of which grade was higher. Although the previous grade(s) will not be counted in the grade point average, they will remain visible on the transcript and the last recorded attempt is the course which will be counted in the student's permanent academic history.

When a student repeats an equivalent course in which a substandard grade outside the Coast Community College District at a regionally accredited college, they must file a Repeat/Delete Request and submit it to the Admissions and Records Office along with an official transcript from the other college showing successful completion of the course.

- B. Repeating a course due to a significant lapse of time, where a passing grade (CR or P) or C or better was previously earned. A significant lapse of time is defined as at least five years. All coursework shall remain on the student's permanent record. The current grade and credit will be disregarded in computing your CCC GPA. Course repetition based on significant lapse of time may only occur once. (Documentation must be submitted)
- C. You have extenuating circumstances - verified cases of accidents, illness, or other life changing event beyond the control of the student that prevented you from doing well in the course (must submit documentation);
- D. The course you wish to repeat is part of a legally mandated training as a condition of continued or volunteer employment. Regardless of whether or not a substandard grade (D, F, NC, or NP) was previously earned, the grade and unit credit shall be included each time for the purpose of calculating the GPA. (Documentation must be attached to certify that course repetition is necessary to complete legally mandated training).
- E. Repeating a course previously taken at another college. Substandard or non-substandard grades earned at another institution will not be alleviated by repeating a course at Coastline Community College. The grade and unit credit earned will be calculated and averaged in GPA.

## GRADING

Student performance in courses is indicated by one of twenty grades. Grades which carry grade point value, and which are used in determining the grade point average (GPA), are as follows:

### Symbol Definition Grade Points/Units

A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Passing, less than satisfactory	
F	Failing	0

The following grades are not part of the GPA computations:

CR/P—Credit at least satisfactory, Unit credit granted

NC/NP—Non-Credit, less than satisfactory or failing, No units granted

W—Withdrawal, No units granted

EW—Excused Withdrawal, No units granted

MW—Military Withdrawal, No units granted

I, IB, IC, ID, IF, INP—Incomplete, No units granted

IP—In Progress, No units granted

RD—Report Delayed, No units granted

**Pass/No Pass:** When you select the pass (P)/no pass (NP) option, you will receive a P or NP on your report card instead of a letter (A-F) grade. P means you have satisfactorily completed (passed) the course. NP means you have unsatisfactorily completed (failed) the course. The P/NP option does not affect overall grade point average. Select the P/NP option in classes offering a choice by returning your P/ NP postcard to the Admissions office by the appropriate deadline. Postcards are distributed with your registration confirmation packet. You may also obtain them at Coastline area offices. For more complete details, refer to the Catalog.

**Examinations:** Final examinations are required in all graded courses. Exceptions may occur in certain physical education activity courses. Students must attend Coastline for the entire length of the course and take the final examination to receive credit.

## I (INCOMPLETE)

If agreed upon between the instructor and the student, a student may receive an “I” grade when work in the class cannot be completed by the last day of the semester due to extenuating circumstances.

- Most of the academic work must be completed and there must be a justifiable reason for receiving the incomplete such as an accident or illness.
- The condition for removal of the “I” shall be stated by the instructor in a written record and recorded as an “I”. This record shall contain the conditions for the removal of the “I” and the grade assigned in lieu of its removal. This record of Incomplete must be given to the student with a copy on file with the registrar until the “I” is made up or the time limit has expired.
- All academic work must be completed and submitted to the instructor per written agreement with the student, which will be valid no longer than one year following the end of the semester in which it was assigned.
- An incomplete not made up within the specified timeline will revert to the alternate grade assigned by the instructor when the “I” was assigned.
- A student may not re-enroll in a class in which an incomplete was awarded.

## GRADES

Grade reports are not mailed. Students may access their grades online by logging in to their MyCCC site. Students also have the option of printing their own CCC unofficial transcript. Semester grades are available online approximately 10 working days after the end of the semester (excluding holiday periods).

## STUDENT GRIEVANCE PROCEDURES

Coastline Community College extends to all students the right to petition for readdress of grievance. The right to petition may be initiated at any time when the student has a grievance against any college employee, policy or procedure at Coastline Community College.

Every effort will be made to preserve confidentiality as grievances are fairly and equitably considered. The procedures will allow students to exhaust every administrative level possible in receiving fair and complete hearing of their grievances. These are college-level procedures for resolving problems and should not be viewed as legal or quasi-legal proceedings.

Based on the principle of improved communication between the students and the institution, the following procedures will be followed for students registering grievances:

**NOTE:** In order to establish due process, all parties to the grievances will adhere to the steps as outlined.

**STEP I:** Prior to filing a formal grievance, the student is expected to first contact the Discipline Dean or Program Supervisor and the person(s) who has (have) the closest contact with the pertinent issue. The grievance should be thoroughly defined to be discussed objectively.

If the grievance cannot be resolved at this step, the student may progress to Step II after

Informing the person(s) involved of intended plans to file a formal

grievance. The formal grievance must be filed during the semester in which the grievance occurs.

**STEP II:** The student meets with the V.P. of Instruction Services to discuss the grievance. At this step, the "Formal Grievance Petition" is filed. The Vice President of Instruction/Student Services will serve as an ombudsman in order to examine objectively both sides of the issue.

The Vice President of Instruction/Student Services will then meet with all persons involved with the grievance. At the conclusion of Step II, the Vice President, within five (5) school days, will provide the student and others involved with a written summary of the discussion.

If the grievance has not been resolved by this step, the student may proceed to Step III.

**STEP III:** The student, within five (5) school days after the conclusion of Step II, will submit a written request to the Vice President of Instruction/Student Services for a meeting of an arbitration committee.

The committee will consist of:

1. The appropriate Dean for the Area involved
2. Vice President of Instruction/Student Services
3. Faculty Member and student

A meeting of the committee will be called by the Vice President of Instruction/Student Services to review and/or take action on the grievance. In ten school days after the student has filed a written request, the committee will meet with all involved parties and discuss the grievance in detail in an attempt to resolve the issue at this step. Meetings will be chaired by the Vice President of Instruction/Student Services.

Within five (5) school days, the decision and proposed action will be communicated to the following:

1. Student involved
2. Committee members

3. College President
4. Other person(s) involved with the grievance

**STEP IV:** If either the grievant or other person(s) involved are not satisfied with the decision of action of the Grievance Committee an appeal may be made. Within five (5) school days after the decision or action, the appeal must be filed with the President of the College for consideration. Once the College President has reviewed the memorandum and the written Communication from the Grievance Committee, the President will schedule a private meeting with the complainant to discuss the matter.

**NOTE:** The College President has discretionary power to uphold, reverse, or modify the action taken by the Grievance Committee. The president's decision will be delivered to the Grievant/student in writing with copies to the appropriate individuals involved.

**STEP V:** If the grievant/student is not satisfied with the final college level disposition of the case, she/he may, through the Chancellor of the Coast Community College District, appeal directly to the Board of Trustees. The Board, after reviewing the materials pertaining to the grievance, may determine the time, place and manner of the hearing.

### HOPE SCHOLARSHIP CREDIT

Several new tax benefits are now available to help families meet the cost of postsecondary education. These tax benefits are intended to help students and their parents as well as all working Americans to fulfill a variety of education objectives.

Taxpayers can claim one or, in some cases, two new tax credits for expenses they pay for postsecondary education for themselves and their dependent children. This tax credit can directly reduce the amount of federal income tax for returns filed in 1999 or later. The Hope Scholarship Credit is available on a per-student basis for the first two years of postsecondary education, while

the Lifetime Learning Credit applies on a tax-return basis and covers a broader time frame and range of educational courses.

Additional information may be obtained in the Admissions and Records office, from your tax advisor, or by going to the National Association of College and Business Officers website: <http://www.nacubo.org> and click on the TRA97 Resource Page icon.

### HOUSING

Coastline maintains no dormitories. Housing transactions must be made individually.

### LIABILITY

Throughout the academic year, some classes will meet at off-campus locations. The college will not provide transportation to these sites, and students enrolled in these classes are responsible for making their own transportation arrangements. Coastline personnel may assist in coordinating this transportation and/or may recommend travel time, routes, carpooling, etc.; however, the student does not have to follow these recommendations. The CCCD is in no way responsible, nor does it assume liability, for any injuries or losses resulting from this non-sponsored transportation. If you ride with another student, that student is not an agent of, nor driving on behalf of the District.

Under the California Code of Regulations, Subchapter 5, Section 55450, if you participate in a voluntary field trip or excursion, you hold the CCCD, its officers, agents and employees harmless from all liability or claims that may arise out of or in connection with your participation in this activity.

### OPEN ENROLLMENT POLICY

It is the policy of the Coast Community College District that, unless specifically exempted by statute, every course

section or class, the attendance of which is to be reported for state aid, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the college(s) and who meets such prerequisites as may be established pursuant to Section 58106 of Title 5 of the California Administrative Code.

**PARKING REGULATIONS**

**Permit Required:** Parking permits are required at the Newport Beach and Garden Grove Campuses. Permits are also required to park at the Le-Jao Campus City Hall North lot (stalls 268 through 340) and Community Service lot (stalls 556 through 688). Any motorized vehicle requiring registration with the California Department of Motor Vehicles (DMV) must have a current parking permit affixed to the inside lower-left corner of windshield in the manner indicated on the instructions. Motorcycles (mopeds) will have the permit affixed to the left front fork. Cars without permits properly displayed will be cited. Vehicles may park only in spaces or areas designated for vehicle parking. **PURCHASE OF A PARKING PERMIT DOES NOT GUARANTEE A PARKING SPACE ON CAMPUS.**

**Purchase parking permits online:** Current semester permits are now available online at [www.coastline.edu](http://www.coastline.edu). Daily parking permits can also be obtained from the office at each area site. Coastline parking permits are also valid at Golden West and Orange Coast Colleges.

**Parking Areas:** Designated parking areas are color coded:

- Yellow (Faculty and Staff) permit required
- White Grid (Motorcycles only) permit required
- Blue (Handicapped—DMV) Handicap permit must be displayed
- Unmarked white stalls—open for permit parking

**Responsibilities for Penalties:** The registered owner of any vehicle on a Coastline site shall be held responsible for any liability or damage claims including parking or other traffic violation penalties arising in connection with the possession and/or operation of the vehicle on the Coastline site.

**Liability:** Coastline is not responsible and assumes no liability for damage or theft of any vehicle or its contents.

**Lost, Stolen, Damaged Permits or Sold Vehicles:** Replacement of lost, damaged or permits sold with the vehicle will be \$30. Stolen permits are to be reported to the Public Safety office.

**PARKING, TRAFFIC RULES AND REGULATIONS:**

**ARTICLE 1—Enforcement**

Students who fail to pay parking fines may have their academic records encumbered until all outstanding fines have been paid. Penalties may be added to each citation. The DMV and a collection agency may be notified. **PARKING AND TRAFFIC RULES AND REGULATIONS WILL BE IN EFFECT 24 HOURS A DAY.**

**Parking Regulation/Citation Penalties:**

Section No.	Regulation
103	Unauthorized use of permit (stolen/forged/alterd). BAIL: \$40
208	Overnight parking. BAIL: \$35
210	Unauthorized sales/distribution. BAIL: \$35
401	Parked outside marked stalls. BAIL: \$35
402	Parked overlapping stalls. BAIL: \$35
403	Parked on restricted area. BAIL: \$35
404	Parked in motorcycle/moped area. BAIL: \$35
405	Backed into diagonal stall. BAIL: \$35

406	Parked blocking traffic. BAIL: \$40
407A	Parked in prohibited parking zone (i.e., Red curb). BAIL: \$40
407B	Limited parking zone violation (i.e., timed or loading). BAIL: \$35
408	Parked overtime in Visitor area. BAIL: \$35
409	Parked in Handicapped area. BAIL: \$250
410	Parked in Staff area. BAIL: \$35
411	Parked creating traffic hazard. BAIL: \$40
412	Lack of visible/valid parking permit. BAIL: \$35
413	Expired parking meter. BAIL: \$35
414	Parking in electric vehicle stall without charging. BAIL: \$35

Complete copies of the parking regulations can be obtained from the Public Safety office or call (714) 546-7600, ext. 16120 for more information.

**PERSONAL SECURITY CODE**

To ensure the security of your records, you will be required to establish a password for your MyCCC portal page. You will be asked to do this the first time you log in to the system. Once you have established your password, it will be REQUIRED for all future online transactions at Coastline Community College, Golden West College and Orange Coast College. If you forget your password, you may go to our website at [www.coastline.edu](http://www.coastline.edu) and click on “password reset”. Your password is yours and yours alone and is not available to the staff at the college for reference.

**All in-person transactions require Photo ID.** If a student wants someone else to handle their transaction, the person designated must present written authorization signed by the student

(regardless of relationship or age) and photo ID at the time of the transaction.

### **PREREQUISITES, COREQUISITES AND OTHER ENROLLMENT LIMITATIONS**

All prerequisites or corequisites identified in Coastline's catalog and class schedule were established according to state laws as outlined in the CCCD's Model Plan. Except for CCCD priority registration procedures for continuing students, and courses or programs with prerequisites or corequisites, all Coastline classes are open to enrollment on a "first come, first-served" basis until they are filled to maximum capacity. Refer to the Catalog for detailed information or contact the Matriculation Office at (714) 241-6166.

### **Sexual Misconduct Information & Title IX Compliance**

Members of the Coastline Community College (CCC) community, guests and visitors have the right to be free from sexual violence. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. CCC has zero tolerance for sexual misconduct. When an allegation of misconduct is brought to an appropriate administrator's attention and a respondent is found to have violated any sexual misconduct district policy, serious sanctions will be used to reasonably ensure that such actions are never repeated. The following is intended to define community expectations and to establish a mechanism for determining when those expectations have been violated.

### **SEXUAL MISCONDUCT OFFENSES INCLUDE, BUT ARE NOT LIMITED TO:**

- Sexual Harassment
- Non-Consensual Sexual Contact (or attempts to commit same)
- Non-Consensual Sexual Intercourse (or attempts to commit same)
- Sexual Exploitation

### **SANCTION STATEMENT:**

Any student found responsible for violating the CCCD policy on Non-Consensual or Forced Sexual Contact (where no intercourse has occurred) will likely receive a sanction ranging from probation to expulsion, depending on the severity of the incident, and taking into account any previous campus conduct code violations.

The Title IX investigative team reserves the right to broaden or lessen any range of recommended sanctions in the case of serious mitigating circumstances or egregiously offensive behavior. Neither the initial hearing officers nor any appeals body or officer will deviate from the range of recommended sanctions unless compelling justification exists to do so.

### **PRIVACY AND REPORTING:**

Director of Equity and Title IX, TitleIX@coastline.edu, is the college's designated Title IX Officer. The Title IX Officer is responsible for the purposes of initiating notice and/or investigation of sexual misconduct excluding cases involving personnel (not related to a student). The Title IX Officer will assign deputy investigators, who are members of the Investigative Team, to investigate allegations of gender-based discrimination and/or sexual misconduct. The deputy investigators will use discretion on how they act in response to notice of gender-based discrimination. Understanding that different people on campus have different reporting responsibilities and varied abilities to maintain confidentiality, the Title IX Officer will assign deputy investigators depending on the situation and the parties involved.

To report gender-based discrimination, sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, or sexual exploitation, please contact:

Director of Equity and Title IX  
TitleIX@coastline.edu  
(714) 241-6208

### **STUDENT CODE OF CONDUCT**

#### **BP 5500 - STUDENT CODE OF CONDUCT AND DISCIPLINARY PROCEDURES**

The Coast Community College District has special interests and purposes essential to its effective functioning as an educational institution and has a clear responsibility in the area of student conduct to protect and promote its goals.

The Coast Community College District Policy (AP 5500) Regarding Student Code of Conduct and Disciplinary Procedures sets forth those acts which constitute unacceptable conduct. All alleged violations of this policy may result in referral to the College Administrator charged with enforcing this policy.

A student of the Coast Community College District accepts the responsibility to conform to all District rules and regulations. Failure to meet this obligation will justify appropriate disciplinary actions including, but not limited to, expulsion, suspension, disciplinary probation, or reprimand. Although the District will make every reasonable effort to make the District's rules and regulations available, students are responsible for becoming familiar with them.

The District may impose discipline for the commission, or attempted commission, of the following types of violations by students, for aiding or abetting, inciting, conspiring, assisting, hiring or encouraging another person to engage in a violation of this Student Code of Conduct, or for any violation of state or Federal law. Being under the influence of drugs and/or alcohol, or the existence of other psychological impairment does not excuse a violation of this Student Code of Conduct. The subsequent acts are defined by the District to be unacceptable. The list is not all inclusive.

1. Academic Misconduct
2. Alcohol
3. Assault/Battery
4. Bias
5. Continued Misconduct or Repeat Violation
6. Dating Violence

7. Destruction of Property
8. Discrimination
9. Dishonesty
10. Disorderly or Lewd Conduct
11. Disruption of Educational Process
12. Disruptive Behavior
13. Disturbing the Peace
14. Drugs
15. Endangering Welfare of Others
16. Failure to Appear
17. Failure to Comply or Identify
18. Failure to Obtain Permits
19. Failure to Repay Debts or Return District Property
20. False Report of Emergency
21. Forgery
22. Fraud
23. Gambling
24. Harassment/Bullying
25. Hateful Behavior
26. Hazing
27. Infliction of Mental Harm.
28. Library Materials (Misuse and Destruction)
29. Misrepresentation
30. Misuse of Identification
31. Possession of Stolen Property
32. Possession of Weapons
33. Public Intoxication
34. Sexual Harassment
35. Sexual Misconduct
36. Serious Injury or Death
37. Smoking
38. Stalking
39. Sexual Stalking
40. Theft or Abuse of District's Computers or Electronic Resources
41. Theft or Conversion of Property
42. Trespass and Unauthorized Possession
43. Unauthorized Tape Recording
44. Unauthorized Use of Course or Copyrighted Materials
45. Unauthorized Use of District Keys
46. Unauthorized Use of Electronic Devices
47. Unauthorized Use of Property or Services
48. Unreasonable Demands
49. Unwelcome Conduct
50. Violation of Driving Regulations
51. Violation of Health and Safety Regulations
52. Violation of Law
53. Violation of Posted District Rules
54. Violation of Published Computer/ Network Usage Policy(s), Procedures, or Guidelines.

A copy of the Student Code of Conduct may be found online at: <http://www.cccd.edu/boardoftrustees/BoardPolicies/Pages/default.aspx> or may be reviewed at Coastline Community College Administrative Center, Student Services Office.

### STUDENT RECORDS

The Admissions office is responsible for registering students and maintaining active and permanent records.

Coastline complies with the provisions of the Family Rights and Privacy Act of 1974 (Buckley Amendment) which gives the student the right to see the official school record and restricts distribution of those records. A detailed description of this act is in the Catalog.

**Active Records:** All requests for changes to a student's current class program or information on file should be made through the Admissions office, (i.e., adds to program, withdrawal from class, name and address changes, etc.).

**Additional Fees:** Verification of enrollment costs \$5, and early grade letter costs \$2.

**Cumulative files:** The Admissions office maintains a cumulative file on each student who has requested transcripts from institutions of prior attendance. The file, containing copies of high school and college transcripts, is available to the student for review and/or for counseling appointments.

**Distribution of Student Records to High Schools:** Coastline may send to District feeder high schools academic reports reflecting students who have graduated from high schools within the last five years. These reports include the student's name, address, identification number, classes, grades, grade point average and major. This data assists high schools in evaluating their academic program in relation to student activity in college. Students who prefer their academic record not be included in the documents, which are submitted to the high schools, should contact the Admissions office to have their names deleted from the report.

**Transcripts:** Transcripts of academic work taken at Coastline will be sent to any college or university upon the student's written request. Transcript requests must be submitted online through Credentials, Inc. at: [www.coastline.edu](http://www.coastline.edu). Allow at least five working days for processing. End of semester transcripts may be requested beginning two weeks prior to the end of the semester, and are processed approximately 10-15 working days after the semester ends. There is a \$5 charge for each official transcript, however the first two copies are free.

### STUDENTS' RIGHTS

The CCCD and Coastline are committed to the concept and principles of providing all persons with equal opportunity in employment and education by prohibiting discrimination based on race, sex, color, gender expression, religion, age, national origin, ancestry, sexual orientation, marital status, medical condition, physical or mental disability, military or veteran status, or genetic information. This commitment applies to every aspect of education and personnel policies and practices in the treatment of employees, students, and the general public.

The right to nondiscrimination in education and employment is guaranteed to persons with disabilities under a number of federal and state laws (including Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) and the California Fair Employment and Housing Act). Students have the right to be free from discriminatory actions, including sexual harassment.

Contact one of the following college personnel: Renaté Atkins, Americans with Disabilities Act (ADA) officer, (714) 241-6146; Renaté Atkins, Equal Employment officer, (714) 241-6150; or Kate Mueller, Vice President, Student Services, Sexual Harassment Prevention Coordinator, (714) 241-6160 for further information.

## STUDENT RIGHT-TO-KNOW

In compliance with the Student-Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), Coastline makes its completion and transfer rates available to all current and prospective students at the following website: <http://srk.cccco.edu/index.asp> A copy of this information may be obtained by calling the Public Relations office at (714) 241-6186.

Portions of this policy are adapted from the academic honesty policies of the University of California Irvine, Cypress College, California State University Long Beach and Golden West College as published in their catalogs.

**Study Load** The average student carries a 15 unit full academic load during a semester at Coastline Community College. This load requires most students to spend 40-45 hours each week preparing for and attending classes. The College recommends

that entering freshmen carrying a full academic load (15 or more units) plan to work no more than 12-16 hours each week. Students who have a poor high school record — below a “C” average — probably should work no more than 6-8 hours each week. No CCC student may carry more than 19 units during a semester, 9 units during summer, or 6 units during intersession without the permission of the CCC Director of Enrollment Services. This maximum applies to the combination of all units in which the student enrolls per semester/term in the Coast Community Colleges (Coastline, Golden West and Orange Coast).

**Veterans, Active Duty Military, and Credit for Military Training** Coastline Community College is approved for training veterans under all applicable laws. The College helps veterans by cooperating with the Veterans Administration and the California

State Department of Veterans Affairs. CCC establishes policies and programs for educating veterans and active-duty military personnel. Under Title 5, Section 55024, members of the service called to active duty during a semester in which they are enrolled, may petition to withdraw under special circumstances. The withdrawal will be posted as “MW” - Military Withdrawal on the student’s transcript and will be non-punitive, which means that it will not count in the students grade point average nor will it count towards academic or progress probation/disqualification. Students with orders to report during a semester in which they are enrolled should contact Admissions and Records on the first floor of the College Center for the appropriate petition form. CCC recognizes and grants academic credit to veterans for eligible military service and training credit completed in the armed forces.



## Health Services

If you're a Coastline student, Coastline's Student Health Services are available to you! For a flat student health services fee of only \$11 a term, enrolled students can take advantage of health services such as immunizations, laboratory testing, minor emergency medical treatment, women's health issues, and more.

For more information detailing services visit [www.coastline.edu/services/health-services/](http://www.coastline.edu/services/health-services/) or call (714) 241-6208. (NOTE: 2 forms of ID must be presented—your current student class program (Printed from the Web or, a bill and a picture I.D.)

**Services are available through Memorial Prompt Care, which offers three locations to serve you in:**

**Westminster**

15464 Goldenwest Street (at McFadden) 92683  
Hours: 8 a.m. to 9 p.m., 7 days a week  
Call (714) 891-9008 to schedule an appointment

**Huntington Beach**

18561 Beach Boulevard (at Main St.) 92648  
Hours: 8 a.m. to 9 p.m., 7 days a week  
Call (714) 848-0080 to schedule an appointment

**Huntington Beach**

9122 Adams Avenue (at Magnolia St.) 92646  
Hours: 8 a.m. to 8 p.m., 6 days a week  
Call (714) 378-0900 to schedule an appointment

## Coastline Bookstore



### Onsite or online!

Coastline offers all textbooks and materials at our student bookstore located at the College Center in Fountain Valley. There are two ways to order:

1. Visit the bookstore in the lobby of our Fountain Valley (College Center) location at 11460 Warner Avenue. Check [www.coastlineccbookstore.com](http://www.coastlineccbookstore.com) or call (714) 241-6101 for bookstore hours.
2. Go online to [www.coastlineccbookstore.com](http://www.coastlineccbookstore.com) and select the books and materials needed, and have them shipped to your home or request an instore pickup.

LOG ON TO  
[www.coastlinebookstore.com](http://www.coastlinebookstore.com)



# Library—100% online and always open!

Coastline has a Library for students and it is 100% online so you can access it all the time. It is ALWAYS open! You access the online Library through the Library web page at: [coastline.edu/library](http://coastline.edu/library).

## Ask a Librarian

Do you need research help? Ask a Librarian! They are research experts.

There are multiple ways to contact a Coastline Librarian:

- **Phone:** 714.696.1573
- **Text:** 714.696.1573
- **Email:** [Library@coastline.edu](mailto:Library@coastline.edu)
- **Let's Meet!** Schedule a Research Consultation and we can meet you at one of the college campuses. Request Form at this link: <http://goo.gl/forms/JVzS6SdYpAqMEEQx1>
- **Mail:** Librarian, Coastline Community College, 11460 Warner Ave., Fountain Valley, CA 92708

## Textbook Reserve Library

Coastline maintains small collections of current textbooks in the Information Commons (Garden Grove Campus) and the Student Success Campus at Westminster and Newport Beach for students to use on-site. Call to confirm that the textbook for your class is available in the collection. Access to the textbooks is available during the Commons and Success Centers' regular operating hours on a first-come, first-served basis.

## eBooks and Article Databases

As a student you have access to over a hundred thousand e-books, and thousands of magazine, journal, and newspaper articles through the online Library at Coastline.

1. Go to the Library webpage: <http://www.coastline.edu/library/> and CLICK eBooks & Databases
2. Log in with your username and password
3. The Databases are divided by subjects. Find a subject that works for you or use the big databases under GENERAL ACADEMIC DATABASES and choose "Academic Search Complete."
  - a. Short videos about the Academic Databases show you how to search some of the databases and you can view videos on the CoastlineLibrary YouTube channel (<https://goo.gl/mOY2Hd>).

*Research Tip:* As you use the Article Databases think about KEYWORDS you could use in your search. Come up with a few sets of Keywords and start your research. Notice other words and phrases that are coming up as you browse through the articles you find and refine your search and research topic based on these ideas and articles. Start your research early so you can see what is available for your topic and change/modify it if you need too. Remember a Librarian is always here to help you too!

## Additional Library Resources

- **CoastlineLibrary on YouTube:** Short and sweet videos to help you with your Library and Research needs (<https://goo.gl/mOY2Hd>).



- **Library Workshops in Canvas**
  - Avoiding Plagiarism
  - Finding Articles (coming next)
- **CalWest**—Coastline students with current student ID may use the libraries at Golden West, Orange Coast, Cypress and Fullerton College.

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# COURSES

## ACCOUNTING • (714) 241-6209

### ACCT C100—INTRODUCTION TO ACCOUNTING

3.0 units

Elementary theory and principles of elementary accounting applicable to a single-proprietorship business. Practical application of accounting theory to the accounting cycles of service and merchandising businesses: bookkeeping practice; common debit and credit procedure; books of original entry; ledgers, working papers, adjusting and closing entries; income statement, statement of owners' equity, and balance sheet, cash, payroll, special journals. Recommended for business students needing a bookkeeping foundation before enrolling in ACCT 101, and for retailing, sales and merchandising, and office administration majors. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80029 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80029 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

### ACCT C101—FINANCIAL ACCOUNTING

4.0 units

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 and the application of generally accepted accounting principles, the financial statements, and statement analysis. Students will analyze issues relating to asset, liability, and equity valuation; and revenue and expense recognition, cash flow, internal controls, and ethics and will record financial transactions and interpret financial statements. This course meets the accounting-related or business related course requirements needed to sit for the CPA exam. ADVISORY: Eligibility for ENGL C100 and MATH C010. Graded or Pass/No Pass option.

Transfer Credit: CSU; UC. C-ID: ACCT 110.

-CRN 80159 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80159 16-wk/Aug 27 5 hrs and 20 min/wk arr.

ONLINE

-CRN 81228 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81228 16-wk/Aug 27 5 hrs and 20 min/wk arr.

ONLINE

80397 16-wk/Aug 28 9am-11:35am TTh

GARDEN GROVE CAMPUS RM 102

-Enrollment in CRN 80896 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80896 16-wk/Aug 28 9am-11:35am TTh

GARDEN GROVE CAMPUS RM 102

-CRN 81103 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81103 14-wk/Sep 10 5 hrs and 50 min/wk arr.

ONLINE

**ACCT C102—MANAGERIAL ACCOUNTING****4.0 units**

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. This course meets the accounting-related or business-related course requirements needed to sit for the CPA exam.

**PREREQUISITE:** ACCT C101. **ADVISORY:** Eligibility for ENGL C100 and MATH C010. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: ACCT 120.

-CRN 80173 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80173 16-wk/Aug 27 5 hrs and 20 min/wk arr.

ONLINE

80751 16-wk/Aug 27 9am-11:35am MW

GARDEN GROVE CAMPUS RM 102

**ACCT C103—INDIVIDUAL TAXATION****3.0 units**

Introduction to income taxation. Emphasis on individual taxation, the income tax formula, the expanded tax formula, introduction to forms 1040EZ, 1040, and 1040A, gross income: inclusions and exclusions, adjustments for adjusted gross income, itemized deductions, self-employed business income, capital gains and other sales of property, rental property, royalties, and income from flow-through entities, tax credits, payroll taxes, retirement and other tax-deferred plans and annuities, special property transactions, at-risk/passive activity loss rules and the individual alternative minimum tax.

**ADVISORY:** ACCT C101. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80211 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80211 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ACCT C104—BUSINESS TAXATION****4.0 units**

Topics will include rules related to the organization, life, and dissolution of corporations, partnerships, S corporations, and LLCs. Tax research and planning issues are considered. Case simulation project similar to the new computerized CPA exam will be required. **ADVISORY:** ACCT C100 or C101. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80212 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80212 16-wk/Aug 27 4 hrs and 15 min/wk arr.

ONLINE

**ACCT C106—EXCEL FOR ACCOUNTING****2.0 units**

This course includes a detailed study of accounting using Excel® spreadsheet software. Topics include the use of functions and formulas in Excel® with emphasis on accounting as a financial analysis tool. Students are expected to have a working knowledge of Windows®. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80984 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80984 8-wk/Oct 22 4 hrs and 20 min/wk arr.

ONLINE

**ACCT C107—ACCOUNTING WITH QUICKBOOKS****2.0 units**

QuickBooks™ is a complete computerized accounting system for small businesses. Topics include a review of basic accounting concepts, preparation of business reports and graphs, and the creation of a company using QuickBooks™ accounting. Covers creation and operation of a detailed accounting system for new and existing businesses. **ADVISORY:** ACCT C100 or C101. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80457 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80457 8-wk/Aug 27 6 hrs and 30 min/wk arr.

ONLINE

**ACCT C111—ADVANCED QUICKBOOKS****2.0 units**

Advanced QuickBooks™ covers planning and budgeting; progress billing/job costing; file importing and exporting; customizing set up; and processing of inventory, payroll, and fixed assets in addition to reports and graphs for merchandising and manufacturing businesses. **ADVISORY:** ACCT C107. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80458 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80458 8-wk/Oct 22 4 hrs and 15 min/wk arr.

ONLINE

**ACCT C112—INTERMEDIATE ACCOUNTING 1****3.0 units**

This course will explore topics such as accounting standards; framework underlying financial accounting; accounting information systems; income statements; balance sheets; statement of cash flows; accounting for the time value of money, cash, and receivables; and valuations of inventory. ADVISORY: ACCT C101. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80390 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80390 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ACCT C114—INTERMEDIATE ACCOUNTING 3****3.0 units**

Foundation acquired in ACCT C101 will be further developed through more detailed principles. Topics covered are revenue recognition, accounting for income taxes, accounting for pensions and postretirement benefits, accounting for leases, accounting changes and error analysis, statement of cash flows and full disclosure in financial reporting. This is the third semester of a three semester sequence that will explore topics in intermediate accounting. ADVISORY: ACCT C101, C102, C110, and C111. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81001 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81001 10-wk/Oct 8 5 hrs and 10 min/wk arr.

ONLINE

**ACCT C116—ACCT FOR NON-FINANCIAL MANAGERS,  
ENTREPRENEURS, BUSINESS OWNERS****3.0 units**

Basic accounting course for managers and entrepreneurs that provides a foundation in financial analysis, taxes, and decision-making tools. Develops knowledge in determining financing needs and options to facilitate continued operations as well as the future growth of organizations. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80806 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80806 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

**ACCT C118—FUNDAMENTALS OF AUDITING****3.0 units**

Topics cover the process of examining and evaluating financial conditions and records. It is designed to provide a basis for an opinion concerning the reliability of the records, as evidenced by a written audit report. ADVISORY: ACCT C101. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80321 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80321 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ACCT C130—VITA 1 (VOLUNTEER INCOME TAX ASSISTANCE)****1.0 unit**

To enhance each Volunteer Income Tax Assistance (VITA) student's opportunity for success in the field of Accounting by bridging the gap between educational theory and on-the-job practices. Successful completion of VITA 1 course certification in IRS provided online Basic, Advanced, and additional tax courses. The course also includes tax software training that provides skills transferable to the workplace. ADVISORY: ACCT C103. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80566 may have one or more on-site meetings which may include orientations, reviews, and/or exams. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80566 8-wk/Oct 22 2 hrs and 5 min/wk arr.

ONLINE

## ANATOMY • SEE BIOL C220

## ANTHROPOLOGY • (714) 241-6213

### ANTH C100—CULTURAL ANTHROPOLOGY

**3.0 units**

This course offers an introductory study of the structure and process of culture. It focuses on the major features of culture and the methods of anthropological research and theoretical orientations with examples of culture variations in both traditional and modern societies. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81152 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81152 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80118 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80118 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 80627 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80627 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 81128 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81128 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81135 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81135 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

### ANTH C150—WORLD CULTURES

**3.0 units**

This course surveys cultures providing a foundation for understanding current global developments and human behavior dynamics when encountering cultural differences. Emphasizes practical communication skills used in culturally diverse settings. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80319 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80319 12-wk/Sep 24 4 hrs and 15 min/wk arr. **ONLINE**

### ANTH C185—PHYSICAL ANTHROPOLOGY

**3.0 units**

Formerly ANTH C110. The course provides students with an understanding of human evolution and diversity from a biological perspective. Students will explore the central patterns of anatomical, behavioral, and genetic similarities and differences among living primates and humans, in addition to reconstructing the evidence for human evolution found in the fossil record. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80628 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80628 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

## ARABIC • (714) 241-6184

### ARAB C185—ELEMENTARY ARABIC 2

5.0 units

Advanced beginning course continuing ARAB C180 or C180B, emphasizing listening and reading comprehension, grammar, oral production, and writing skills in elementary standard classical/literary Arabic and introducing features of the life and culture associated with Arabic language and inherent in Arabic-speaking countries, including discussions of the cultural origins of linguistic expression and studies of systems of cultural transmission through the arts, sciences, and religion.

Correspondence, popular media, and literary selections will be discussed and the philosophical bases of Arabic cultures surveyed. PREREQUISITES: ARAB C180 or C180B with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

81181 16-wk/Aug 27 6:30pm-9pm MW

LE-JAO CAMPUS RM 204

## ART • (714) 241-6213

## ALSO, SEE DIGITAL GRAPHICS APPLICATIONS

### ART C100—ART HISTORY AND APPRECIATION 1

3.0 units

Multi-cultural survey of art from prehistoric times to the Renaissance period, stressing basic principles and history of art. Introduction to form and content and the media and methods of the visual arts. Illustrated lectures, reading, and study of related exhibitions. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80176 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80176 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

-CRN 80580 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80580 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

### ART C101—ART HISTORY AND APPRECIATION 2

3.0 units

Multi-cultural survey of art beginning with the Renaissance and concluding with contemporary art. Illustrated lectures, reading, and study of current exhibits. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81083 is an 8-week hybrid class with weekly onsite class meetings and an online component.

81083 8-wk/Aug 29 1pm-4:25pm W plus  
3 hrs/wk arr.

NEWPORT BEACH CAMPUS RM 331  
ONLINE

-CRN 80002 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80002 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

### ART C104—THE HISTORY OF IMPRESSIONIST AND POST-IMPRESSIONIST ART

3.0 units

This is a slide/lecture course dealing with the culture and nature of the Impressionist and Post-Impressionist art movements that began in France in the late 19th century and continued into the early 20th century. Emphasis is placed on examining how art reflects history from the perspective of both Eastern and Western civilization, in particular how 19th century Japanese art and culture helped form Impressionism; how style communicates the ideas of the artist and his/her society; and how symbols, techniques, materials, and subject matter are used and expanded in Impressionist and Post-Impressionist artistic expression.

ADVISORY: Art C100 and/or Art C101 recommended, or knowledge of art historical movements. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81230 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81230 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ART C105—INTRODUCTION TO ART****3.0 units**

This course provides an introduction to art from prehistoric times to the present. While examining the role that the visual arts play in the historical development of world cultures, the student will study a wide variety of artistic media such as architecture, painting, drawing, sculpture, graphic design, and photography. This course will also examine the visual elements such as line, color and texture, and explore the principles of design such as unity and balance to discover how they communicate ideas. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81151 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81151 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80126 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80126 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 80755 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80755 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80600 is an 8-week hybrid class with onsite class meetings and an online component.

80600 8-wk/Oct 24 1pm-4:25pm W plus [NEWPORT BEACH CAMPUS RM 330](#)  
3 hrs and 5 min/wk arr. [ONLINE](#)

**ART C110—COLOR AND DESIGN: 2D****3.0 units**

In this course students will develop and apply design skills using the visual elements and principles of two-dimensional design. They will use the creative process as both viewers and designers, solve visual problems, and create authentic designs using black and white and color media. Students will also study design in historical, social, and multi-cultural contexts. For general education and Art/Design majors. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80447 is a 16-week hybrid class with weekly onsite class meetings and an online component.

80447 16-wk/Aug 29 9am-12:10pm W plus [NEWPORT BEACH CAMPUS RM 106](#)  
2 hrs and 40 min/wk arr. [ONLINE](#)

**ART C120—DRAWING 1****3.0 units**

A drawing course for the beginning and intermediate student that includes the basic elements of shape, volume and perspective. The technical application of diverse drawing materials will include charcoal, graphite, ink, and colored media to create illusionistic space and form. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

80687 16-wk/Aug 28 9am-12:10pm TTh [NEWPORT BEACH CAMPUS RM 111](#)  
80692 16-wk/Aug 28 6:30pm-9:40pm TTh [NEWPORT BEACH CAMPUS RM 104](#)

**ART C121—LIFE DRAWING 1****3.0 units**

A comprehensive course in beginning drawing from the model. Involves the student in working from observation, emphasizing composition, proportion, and anatomy, using line, texture, value, modeling, gesture, and contour drawing principles. Includes the technical application of diverse drawing materials and techniques. The concept and reactive process of making art will be examined in historical and multi-cultural contexts. This course is required for art majors and includes written and verbal critique and analysis. **ADVISORY:** ART C110A or ART C120A. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

80207 16-wk/Aug 28 1pm-4:10pm TTh [NEWPORT BEACH CAMPUS RM 111](#)

**ART C122—PAINTING 1****3.0 units**

A comprehensive course in beginning painting. Involves the student in selection of image, color theory and color mixing, methods, materials, and techniques of painting, with emphasis in oil and acrylic painting. The concept and creative process of making art will be examined in historical and multi-cultural contexts. This course is required for art majors and includes written and verbal critique and analysis. **ADVISORY:** ART C110A and C120. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

80689 16-wk/Aug 29 9am-3:30pm W [NEWPORT BEACH CAMPUS RM 111](#)

**ART C131—CHINESE BRUSH PAINTING TEACHING TECHNIQUES I****2.0 units**

This course is designed to train students, artists, or teachers to learn how to share the technique of this ancient dynamic form of art. The class will focus on learning the materials; paper, color, and brushes. It will offer techniques on brush strokes used for line; texture; shading; and washes on flowers, animals, and scenery. It will show methods of critique in design and composition. It will prepare students to teach brush painting at various levels. Graded or Pass/No Pass option. Transfer Credit: CSU.

81215 8-wk/Aug 27 9am-12pm MT

NEWPORT BEACH CAMPUS RM 104

**ART C140—ADVANCED DRAWING****3.0 units**

Designed as a continuation of ART C120. This course will emphasize advanced artistic concepts, styles, and creative expression for intermediate and advanced students using a variety of drawing mediums, techniques, and methodologies. ADVISORY: ART C120. Letter Grade only. Transfer Credit: CSU; UC.

80688 16-wk/Aug 28 9am-12:10pm TTh

NEWPORT BEACH CAMPUS RM 111

80691 16-wk/Aug 28 6:30pm-9:40pm TTh

NEWPORT BEACH CAMPUS RM 104

**ART C142—PAINTING 2****3.0 units**

Designed as a continuation of ART C122. For the intermediate and advanced painting student, this course emphasizes creative and interpretive expression in oil, acrylic painting, and non-traditional media. Includes awareness of the creative process, exploration of historical and contemporary issues in art, and advanced artistic concepts. ADVISORY: ART C122. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

80690 16-wk/Aug 29 9am-3:30pm W

NEWPORT BEACH CAMPUS RM 111

**ART C150—CERAMICS 1****3.0 units**

Introduces hand-building techniques of pinch, coil, slab, and simple mold construction used in the design, forming, glazing, and firing of ceramic materials. Introduces historical, philosophical, and contemporary analysis of ceramics as an art form. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

\$43 material fee for this course

80437 16-wk/Aug 27 9am-12:10pm MW

NEWPORT BEACH CAMPUS RM 109

**ART C151—CERAMICS 2****3.0 units**

Introduces use of the potter's wheel for forming utilitarian and sculptural vessels. Expanded analysis of the historical foundation and contemporary context of ceramics as an art form. Kiln loading and firing will be introduced. ADVISORY: ART C150. Graded or Pass/No Pass option. Transfer Credit: CSU.

\$43 material fee for this course

80438 16-wk/Aug 27 9am-12:10pm MW

NEWPORT BEACH CAMPUS RM 109

**ART C212—CREATIVE PHOTOSHOP FOR DIGITAL PHOTOGRAPHS****3.0 units**

Work with award-winning photography professionals to build an exciting portfolio using Adobe's Creative Suite Photoshop. Learn digital camera design features and work with Camera Raw images. Learn how to integrate dynamic Photoshop images with other Creative Suite software such as Illustrator for dynamic Type Design and InDesign for book layouts, and uploading your images to the Web for display. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80792 is an 8-week hybrid class with onsite class meetings and an online component.

80792 8-wk/Oct 22 6pm-9:55pm M plus

NEWPORT BEACH CAMPUS RM 316

5 hrs and 15 min/wk arr.

ONLINE

**ART C221—LIFE DRAWING 2****3.0 units**

A comprehensive course in advanced drawing from the model. Involves the student in working from observation, emphasizing composition, proportion, and anatomy, using line, texture, value, modeling, gesture, and contour drawing principles. Includes the technical application of diverse drawing materials and techniques. The concept and creative process of making art will be examined in historical and multi-cultural contexts. This course leads to a developmental of a personal style that is required for art majors and includes written and verbal critique and analysis. ADVISORY: ART C110A or ART C120A or ART C121. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

80436 16-wk/Aug 28 1pm-4:10pm TTh

NEWPORT BEACH CAMPUS RM 111

## ASTRONOMY • (714) 241-6213

### **ASTR C100—INTRODUCTION TO ASTRONOMY**

**3.0 units**

Origin; characteristics; and evolution of the solar system, the stars, the galaxies, and the universe. Historical milestones in the science of astronomy from ancient astronomers to current topics such as dark energy, dark matter, and cosmology. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80032 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80032 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80378 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80378 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 81219 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81219 8-wk/Sep 24 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80327 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80327 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

### **ASTR C100L—ASTRONOMY LABORATORY**

**1.0 unit**

A beginning astronomy laboratory course for non-science majors. The course will include sky observations with real or virtual telescopes as well as indoor experiments that utilize astronomy-based simulations. **PREREQUISITE:** ASTR C100 with a grade of C or better or concurrent enrollment. **ADVISORY:** Understanding of Beginning (Elementary) Algebra. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

80817 16-wk/Aug 28 6pm-9pm T **NEWPORT BEACH CAMPUS RM 117**

## BIOLOGY • (714) 241-6213

### **BIOL C100—INTRODUCTION TO BIOLOGY**

**3.0 units**

Biology for non-science majors. A general study of the basic concepts of biology, including the human body and the environment. Emphasis on the characteristics of plant and animal life, human body systems, health, genetics, and the interaction of organisms in their environment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80247 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80247 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80033 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80033 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80119 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80119 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 81024 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81024 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

80276 16-wk/Aug 27 9am-12:10pm M **LE-JAO CAMPUS RM 200**

-CRN 80379 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80379 8-wk/Sep 24 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81085 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81085 8-wk/Sep 24 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80132 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80132 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80977 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80977 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

### **BIOL C100C—INTRODUCTION TO BIOLOGY LECTURE/LAB**

**4.0 units**

A general study of the basic concepts of biology including the human body and the environment. Emphasis on the characteristics of plant and animal life, human body systems, health, genetics, and the interaction of organisms in their environment. This lecture and lab course is suitable as a general education elective for non-science majors. Course combines content from BIOL C100 and BIOL C100L. Graded and Pass/No Pass Option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 81169 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81169 16-wk/Aug 27 6 hrs and 35 min/wk arr. **ONLINE**

**BIOL C100L—INTRODUCTION TO BIOLOGY LAB****1.0 unit**

Formerly BIOL C101. Biology lab for non-science majors. A general study of plant and animal life processes to acquaint the non-biology major with basic biological concepts and instruments in the laboratory. UC credit is not given unless BIOL C100 is taken previously or concurrently. **PREREQUISITE:** BIOL C100 with a grade of C or better or concurrent enrollment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80910 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

-CRN 80910 students must purchase a lab kit from the bookstore.

80910 8-wk/Aug 27 6 hrs and 30 min/wk arr.

**ONLINE**

-CRN 80282 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

-CRN 80282 students must purchase from the bookstore an access code for virtual lab exercises

80282 16-wk/Aug 27 3 hrs and 10 min/wk arr.

**ONLINE**

-CRN 81118 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81118 8-wk/Sep 24 6 hrs and 30 min/wk arr.

**ONLINE**

-CRN 80329 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

-CRN 80329 students must purchase from the bookstore an access code for virtual lab exercises.

80329 8-wk/Oct 22 6 hrs and 30 min/wk arr.

**ONLINE****BIOL C102—INTRODUCTION TO THE CONCEPTS OF ANATOMY AND PHYSIOLOGY 3.0 units**

This lecture-only course provides a general overview of the anatomy and physiology of the eleven human body systems. It is designed for the student with little or no biological background who would like to learn more about the structure and function of the human body, including anatomical and physiological terminology, the student who would like a preparatory course before embarking on the more advanced anatomy and physiology courses, and the student interested in the Health and Fitness major. **ADVISORY:** ENGL C100. Letter Grade only. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 81025 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81025 16-wk/Aug 27 3 hrs and 10 min/wk arr.

**ONLINE****BIOL C103L- INTRODUCTION TO MARINE SCIENCE****1.0 unit**

(Same as MRSC C100L.) An orientation to marine science research process, techniques, equipment, institutions, and training/education centers. Investigations of physical and chemical properties of the sea; conditions of the air/sea/land interface; review of biological taxonomy and classification; study of longitude, latitude, ocean basin geography, and geology. Evaluation of the sea as a physical, chemical, biological, and recreational resource. Analyses of human efforts to control pollution, manage fisheries, and monitor the ocean world. **COREQUISITE:** BIOL C103 or taken previously with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

81218 16-wk/Aug 31 9am-12:10pm F

**NEWPORT BEACH CAMPUS RM 215**

**BIOL C104—MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONALS****3.0 units**

This course introduces students to the subject of Medical Terminology and prepares them for all careers in the medical field. It covers the study of the basic elements of medical terms as well as the basic anatomy and physiology of the human body. In addition, it covers the medical terms used to describe different pathological conditions, diagnostic tests, and therapeutic procedures. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81170 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81170 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81172 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81172 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 81171 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81171 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**BIOL C106—HUMAN ECOLOGY****3.0 units**

(Same as ECOL C100.) Provides students with an understanding of the biological implication of man's interplay with the planet. The course is focused on the biological prospects of the future as viewed by examining the biosphere and biogeochemical cycles. Future predictions and current topics will be analyzed in relationship to planet management. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81231 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81231 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 81234 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81234 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**BIOL C120—BIOLOGY OF AGING****3.0 units**

This course will explore normal vs. abnormal changes in aging and the human ability to adapt. Each body system will be reviewed, focusing on how age changes relate to the development of disorders and diseases in later life. Methods of assisting older persons in adapting to acute and chronic illnesses and in health promotion and maintenance will be discussed. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80051 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80051 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81016 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81016 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**BIOL C180—CELL AND MOLECULAR BIOLOGY****4.0 units**

This course, intended for biological sciences and pre-health profession majors, explores principles and applications in cell and molecular biology. Topics include biological molecules; homeostasis; viruses; eukaryotic/prokaryotic cell structure and function; cell metabolism, including photosynthesis and respiration; cell communication; cell reproduction and its controls; classical (Mendelian) genetics; molecular genetics; and biotechnology. **PREREQUISITE:** CHEM C180 with a grade of C or better or equivalent. **ADVISORY:** Eligibility for ENGL C100. Letter Grade only. Transfer Credit: CSU; UC. C-ID: BIOL 190.

80654 16-wk/Aug 27 9am-12:10pm M plus  
9am-12:05pm W **NEWPORT BEACH CAMPUS RM 235**  
**NEWPORT BEACH CAMPUS RM 215**

**BIOL C210—INTRODUCTION TO MICROBIOLOGY****5.0 units**

Major concepts of microbiology are discussed as they relate to the principal classes of microorganisms: bacteria, fungi, algae, protozoa, and viruses. Topics covered include 1) functional anatomy of prokaryotes and eukaryotes 2) microbial metabolism and genetics 3) characteristics and control of microbial growth 4) microbial taxonomy and methods of microbial classification 5) host-microbe interactions 6) mechanisms of microbial pathogenicity 7) immunology 8) biotechnology and human infectious diseases. The laboratory focuses on methods for identifying and characterizing microbes, including aseptic technique, microscopy, staining, cultivation, molecular biology, and bioinformatics. Both lecture and laboratory content relate to general and clinical applications. **ADVISORY:** CHEM C110 and eligibility for ENGL C100. Graded or Pass/No Pass option.

Transfer Credit: CSU; UC.

-CRN 80287 Students must purchase lab kit from the bookstore to bring to the onsite lab.

80287	16-wk/Aug 27	8:45am-10:20am MW plus	GARDEN GROVE CAMPUS RM 251
		10:20am-1:40pm MW	GARDEN GROVE CAMPUS RM 305

-CRN 80656 Students must purchase lab kit from the bookstore to bring to the onsite lab.

80656	16-wk/Aug 27	1pm-2:35pm MW plus	GARDEN GROVE CAMPUS RM 203
		2:35pm-5:55pm MW	GARDEN GROVE CAMPUS RM 305

-CRN 80331 students must purchase lab kit from the bookstore to bring to the onsite lab.

-CRN 80331 has a Supplemental Instruction Leader who conducts weekly review sessions. Attendance is encouraged but not mandatory.

80331	16-wk/Aug 27	5:15pm-7pm MW plus	GARDEN GROVE CAMPUS RM 251
		7pm-10:20pm MW	GARDEN GROVE CAMPUS RM 305
80826	16-wk/Aug 28	1pm-2:45pm TTh plus	NEWPORT BEACH CAMPUS RM 227
		2:45pm-5:55pm TTh	NEWPORT BEACH CAMPUS RM 215
81254	16-wk/Aug 28	5:15pm-6:40pm TTh plus	GARDEN GROVE CAMPUS RM 205
		6:50pm-10pm TTh	GARDEN GROVE CAMPUS RM 305
81074	16-wk/Aug 28	5:15pm-7:10pm TTh plus	NEWPORT BEACH CAMPUS RM 230
		7:15pm-10:25pm TTh	NEWPORT BEACH CAMPUS RM 215

**BIOL C220—HUMAN ANATOMY****5.0 units**

Formerly BIOL C170. Introduction to the structure and design of the human body. Includes structural components, spatial relationships, and body system interactions. Students participate in the laboratory, which will include dissections. Appropriate for students interested in human anatomy and in pursuing a health field pathway; satisfies requirements for nursing, physician assistant, occupational therapy, physical therapy, pre-pharmacy majors, kinesiology majors, medical, dental, and other health field programs. **ADVISORY:** BIOL C100 and ENGL C100 and MATH C100. Letter Grade only. Transfer Credit: CSU; UC. C-ID: BIOL 110B.

80833	8-wk/Aug 27	8:45am-12pm MTWTh	NEWPORT BEACH CAMPUS RM 206
80700	16-wk/Aug 27	8:45am-10:55am MW plus	LE-JAO CAMPUS RM 119
		11:05am-12:40pm MW	LE-JAO CAMPUS RM 121
80829	16-wk/Aug 27	12:15pm-2:30pm MW plus	LE-JAO CAMPUS RM 119
		2:40pm-4:25pm MW	LE-JAO CAMPUS RM 121
80831	16-wk/Aug 27	1pm-4:55pm MW	NEWPORT BEACH CAMPUS RM 206
81075	16-wk/Aug 27	6pm-8:05pm MW plus	LE-JAO CAMPUS RM 119
		8:10pm-9:55pm MW	LE-JAO CAMPUS RM 121
80830	16-wk/Aug 28	8:45am-10:55am TTh plus	LE-JAO CAMPUS RM 119
		11:05am-12:45pm TTh	LE-JAO CAMPUS RM 121
80832	16-wk/Aug 28	6pm-9:50pm TTh	NEWPORT BEACH CAMPUS RM 206

**BIOL C225—HUMAN PHYSIOLOGY****4.0 units**

Formerly BIOL C175. Emphasis is on integration of body systems and the interrelationships for maintaining body homeostasis. This course is designed for pre-medical health field majors including the pre-nursing, pre-physical therapy, pre-occupational therapy, pre-pharmacy, pre-physician assistant, pre-dental, and pre-medical student. **PREREQUISITE:** BIOL C220 and CHEM C110, or C130, or C180 with a grade of C or better; or may be taken concurrently. **ADVISORY:** ENGL C099 or eligible for ENGL C100 and MATH C030 or C045 or eligible for MATH C100 or higher. Letter Grade only. Transfer Credit: CSU; UC. C-ID: BIOL 120B.

80285	16-wk/Aug 27	6pm-9:10pm M plus 6pm-9:10pm W	NEWPORT BEACH CAMPUS RM 236 NEWPORT BEACH CAMPUS RM 206
80828	16-wk/Aug 28	1pm-4:10pm TTh	NEWPORT BEACH CAMPUS RM 206
80701	16-wk/Aug 28	6:30pm-9:40pm T plus 6:30pm-9:40pm Th	LE-JAO CAMPUS RM 119 LE-JAO CAMPUS RM 121
81177	16-wk/Aug 29	8:45am-11:55am W plus 8:45am-11:55am F	LE-JAO CAMPUS RM 117 LE-JAO CAMPUS RM 121
81176	8-wk/Oct 22	8:45am-12:05pm MW plus 8:45am-12:05pm TTh	NEWPORT BEACH CAMPUS RM 238 NEWPORT BEACH CAMPUS RM 206

**BIOL C281—BIOCHEMISTRY****4.0 units**

An introduction to the chemistry of biology. This course serves to satisfy transfer requirements for some biology majors. **PREREQUISITE:** CHEM C220 with a grade of C or better. **ADVISORY:** BIOL C180. Letter Grade only. Transfer Credit: CSU.

81026	16-wk/Aug 28	9:30am-11:35am TTh	NEWPORT BEACH CAMPUS RM 228
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**BIOL C283—GENETICS****4.0 units**

This course covers the principles of Mendelian and non-Mendelian inheritance, eukaryotic and prokaryotic gene transmission, replication, mutation, recombination, gene expression and regulation, cell division, meiosis, human genetic diseases, and ethical implications of genetics. Emphasis is placed on problem solving. **PREREQUISITE:** BIOL C180 and CHEM C180 or C185 with a grade of C or better. Letter Grade only. Transfer Credit: CSU; UC.

-CRN 81178 is a 16-week hybrid class with weekly onsite class meetings and an online component.

81178	16-wk/Aug 28	6pm-8:05pm T plus 2 hrs and 5 min/wk arr.	GARDEN GROVE CAMPUS RM 203 ONLINE
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**BIOL C292—WORK BASED LEARNING****2.0 units**

Course is designed to provide students with real-life experiences in Biological Science. On-campus work consists of instruction and experience in the maintenance and operation of equipment and materials used in the Biology Department. Students complete research projects that align with STEM fields in cooperation with an internship in which the student is employed, or serves as a volunteer, in a biology-related setting (e.g., hospital, lab, museum, park) under the supervision of a qualified professional or faculty member. **PREREQUISITE:** Complete 5.0 units in Biology at Coastline prior to work experience. Instructor permission required. Be employed or volunteer in a biology-related setting for 5 hours per week per unit of credit. Graded or Pass/No Pass option. Transfer Credit: CSU.

81082	16-wk/Aug 27	11 hrs and 5 min/wk arr.	NEWPORT BEACH CAMPUS
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**BUILDING CODES TECHNOLOGY • (714) 241-6209****BCT C284—WORK BASED LEARNING****4.0 units**

To enhance each Work Based Learning participant's opportunity for success in the field of Building Codes Technology by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Building Codes Technology. **PREREQUISITE:** Be employed or volunteer in a field related to Building Codes Technology for 5 hours per week per 1 unit of Work Based Learning. **COREQUISITE:** Be enrolled in a total of 7 units including Work Based Learning. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80609 For more information about Work Based Learning classes students may review the Work Based Learning Student Handbook. <http://www.coastline.edu/academics/work-based-learning>, then select Work Based Learning Handbook (pdf).

80609	16-wk/Aug 27	22 hrs and 15 min/wk arr.	GARDEN GROVE CAMPUS
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**BCT C300—INTRODUCTION TO INTERNATIONAL BUILDING CODE****3.0 units**

The student will gain insight into building laws founded on broad-based performance principles and will become familiar with the proper use of the International Building Code. This includes administrative, occupancy, types of construction, materials, fire resistive standards, exiting and detailed regulating provisions of the document. Graded or Pass/No Pass option.

80248 16-wk/Aug 27 6pm-9:10pm M

GARDEN GROVE CAMPUS RM 203

**BCT C301—RESIDENTIAL/CONSTRUCTION BLUEPRINT READING****3.0 units**

An introduction to residential/commercial construction, this course is designed to provide you with foundational knowledge and with enough practice at reading blueprints to get you started. It is a guide to understanding the drawings used in the major construction trades, including carpentry, electrical, plumbing, heating, and air conditioning. The course includes information for styles of building from small-scale residential to large-scale commercial. Graded or Pass/No Pass option.

-CRN 80461 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80461 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**BCT C302—CALIFORNIA ADMINISTRATIVE CODE****3.0 units**

Applies the California Code of Regulations (Title 24) as it pertains to various types of buildings. Special emphasis will be placed on California State energy regulations, building modifications for the disabled for accessibility, and includes an introduction to the California State Green Building codes. Graded or Pass/No Pass option.

-CRN 81203 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81203 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**BCT C303—NON-STRUCTURAL PROVISIONS OF BUILDING CODE****3.0 units**

A comprehensive course designed to give the student an understanding of the Non-Structural Provisions of the International Building Code. Important aspects of this course are regulation of building areas, heights, location on property, fire resistance rated materials, fire suppression systems, and the means of egress of buildings. ADVISORY: BCT C300. Graded or Pass/No Pass option.

80385 16-wk/Aug 29 6pm-9:10pm W

GARDEN GROVE CAMPUS RM 203

**BCT C304—CONCRETE CODES****3.0 units**

Students who are preparing for a career in Building Code Technology or concrete specialty inspection and who want to learn more about code requirements for concrete construction will find this course a major learning asset. Every aspect of construction will have some sort of concrete placement. This fundamental course will provide the student with basic knowledge through advanced practices and procedures of the concrete industry. Graded or Pass/No Pass option.

-CRN 80558 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80558 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**BCT C305—FRAMING REQUIREMENTS OF BUILDING CODE****3.0 units**

This class will concentrate on the International Building Code chapters concerning, wood and steel framing, roofing and reroofing, drywall, stucco, plaster, plastics, soil classification, and foundation investigation. ADVISORY: BCT C300. Graded or Pass/No Pass option.

-CRN 80462 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80462 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**BCT C306—ELECTRICAL CODE****3.0 units**

Basic safety and the use of electricity. Includes basic wiring methods used in residential and commercial buildings in conjunction with the latest edition of the National Electrical Code. Application of the principles of inspection to the details of electrical construction. Graded or Pass/No Pass option.

-CRN 80191 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80191 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**BCT C307—MECHANICAL CODE****3.0 units**

Interpretation of the Uniform Mechanical Code as it pertains to heating and air conditioning installations; includes venting, heater and air conditioning selection, gas, electrical, and applicable State Green Building codes. Graded or Pass/No Pass option.

-CRN 81202 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81202 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**BCT C308—PLUMBING CODE****3.0 units**

Plumbing code interpretation for inspectors and installers necessary for correct selection of material, sizing of pipe, and installation of conventional and Green Building Plumbing systems. **ADVISORY:** Knowledge of Building Construction. Graded or Pass/No Pass option.

-CRN 80608 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80608 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**BUSINESS • (714) 241-6209****BUS C007—BUSINESS MATHEMATICS****3.0 units**

Business Mathematics provides a practical, up-to-date coverage of widely-used topics in business including basic math, bank services, payroll, discounts and markups, simple and compound interest, stocks and bonds, consumer loans, taxes and insurance, depreciation, financial statements and business statistics. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-CRN 80263 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80263 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**BUS C100—INTRODUCTION TO BUSINESS****3.0 units**

An introductory course that defines and applies the fundamental principles of economics, management, ethics, leadership, marketing, management information systems (MIS), accounting, and finance to the current business environment. The course will help students select their field of business specialization and will provide the foundation for future study of business and management. It presents an in-depth examination of elements of contemporary business, from the Internet functions to the challenges of business on an international scale. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor). C-ID: BUS 110.

-CRN 80120 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80120 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 80419 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80419 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80531 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80531 8-wk/Aug 28 6:30pm-9:35pm T plus  
3 hrs and 15 min/wk arr. **GARDEN GROVE CAMPUS RM 250  
ONLINE**

-CRN 81004 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81004 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**BUS C101—INTRODUCTION TO PROJECT MANAGEMENT****3.0 units**

Introduction to Project Management is designed to provide students an overview of the concepts, tools, and techniques of formal project management. Concepts and methods learned are immediately usable in the workplace, leading to a greater retention of newly acquired skills, measurable project improvements, and the achievement of desired project results. The focus of the class is key concepts in each of the process and knowledge areas of project management to create a unique learning environment that prepares students to manage projects in a global, multicultural, and online environment. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80295 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80295 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**BUS C110—BUSINESS LAW/LEGAL ENVIRONMENT OF BUSINESS****3.0 units**

Fundamental legal principles pertaining to business transactions. Introduction to the legal process and law as an instrument of social and political control in society. Topics include sources of law and ethics, contracts, torts, agency, criminal law, business organizations, judicial and administrative processes, employment law, forms of business organizations, and domestic and international governmental regulations. This course meets the requirements for Business Law and the Legal Environment of Business. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: BUS 120.

-CRN 80084 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80084 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80121 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80121 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 81195 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81195 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 81225 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81225 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**BUS C112—LEGAL ASPECTS OF ENTREPRENEURSHIP****3.0 units**

This course provides an overview of legal issues associated with starting and managing a small or entrepreneurial business including business formation and structure, intellectual property, hiring and managing employees, business agreements, and other legal issues facing the business owner. Graded or Pass/No Pass option. Transfer Credit: CSU.

81095 12-wk/Sep 24 6:30pm-8:40pm MW **CORONA DEL MAR HIGH SCHOOL RM 202\***

**BUS C120—PERSONAL FINANCE****3.0 units**

Personal Finance teaches students the fundamentals of financial planning as well as development of an understanding of the social, psychological, and physiological contexts that influence decision making. Personal Finance provides comprehensive coverage of the role of money in students' lives and personal financial planning in the areas of money management, stress management, healthcare, career planning, taxes, consumer credit, debt, insurance, investments, retirement planning, and estate planning. The course provides financial planning tools, enabling students to identify and evaluate choices that lead to long-term financial security and a healthy lifestyle and to develop an understanding of their connection with money and the consequences of their decisions. **PREREQUISITE:** BUS C007, or MATH C005, or higher MATH course; or placement into MATH C008 or higher by qualifying score on Math Placement Test. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80296 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80296 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80297 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80297 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

LEGEND:

\*CORONA DEL MAR HIGH SCHOOL, 2101 Eastbluff Dr, Newport Beach CA 92660

**BUS C130—E-COMMERCE: STRATEGIC THINKING AND MANAGEMENT****3.0 units**

This course provides a comprehensive introduction to e-Commerce/e-Business. The course provides comprehensive coverage of a broad spectrum of e-Commerce essentials from a global perspective centering on four key areas of strategic planning, technology, management, marketing, and finance. The course focuses on the most recent developments in online behavior and on what students need to know about developing, managing, and maintaining a successful e-business. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80068 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80068 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BUS C150—INTRODUCTION TO MARKETING****3.0 units**

Introduction to Marketing provides a practical introduction to contemporary marketing principles as applied in an increasingly Internet-driven marketplace. Topics include analyzing market characteristics, evaluating product and service strategies, and building strategic marketing plans. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80076 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80076 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

-CRN 80079 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80079 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BUS C170—ENTREPRENEURSHIP AND SMALL BUSINESS FINANCE****3.0 units**

Upon successful completion of this course, the student should be able to identify and evaluate the various sources available for funding a small business; demonstrate an understanding of financial terminology; read, prepare, and analyze a financial statement; and write a loan proposal. In addition, the student should be able to explain the importance of working capital and cash management. The student should also be able to identify financing needs, establish credit policies, and prepare sales forecasts. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80464 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80464 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

**BUS C222—ENTREPRENEURSHIP AND SMALL BUSINESS OPERATIONS AND MANAGEMENT****3.0 units**

Provides a study of the practical problems encountered in finding, organizing, and operating small business enterprises. Included are topics related to initiating the business, developing strategies, marketing, and managing financial and administrative control. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80168 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80168 8-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 80122 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80122 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

**BUS C284—WORK BASED LEARNING****4.0 units**

To enhance each Work Based Learning participant's opportunity for success in the field of Business by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Business. **PREREQUISITE:** Be employed or volunteer in a field related to Business for 5 hours per week per 1 unit of Work Based Learning. **COREQUISITE:** Be enrolled in a total of 7 units including Work Based Learning. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80169 For more information about Work Based Learning classes students may review the Work Based Learning Student Handbook. <http://www.coastline.edu/academics/work-based-learning>, then select Work Based Learning Handbook (pdf).

80169 16-wk/Aug 27 22 hrs and 15 min/wk arr. GARDEN GROVE CAMPUS

## BUSINESS COMPUTING • (714) 241-6209

### **BC C104—INTRODUCTION TO WINDOWS OPERATING SYSTEM**

**1.5 units**

This course provides an overview of the Windows® operating system. Topics include opening and closing programs; editing; saving and storing files; working with folders, the interface, and Internet; performing customizations; and using multimedia, communications, security, cloud storage, and other related topics. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80322 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80322 8-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

### **BC C107A—KEYBOARDING**

**1.5 units**

Introduction to learning to touch-type on the computer. Good for personal or business use. ADVISORY: Computer access required. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80007 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80007 8-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

### **BC C107B—KEYBOARDING AND FORMATTING DOCUMENTS**

**1.5 units**

Develop your typing speed and accuracy. Learn to type simple letters, memos, and more. For personal or business use.

ADVISORY: BC C107A and computer access is required. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80012 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80012 8-wk/Oct 22 3 hrs and 10 min/wk arr. [ONLINE](#)

### **BC C112—OFFICE ORGANIZATION**

**3.0 units**

This course prepares you to work efficiently in today's professional office environment. Topics include how to be a successful employee, customer service, time management, writing/proofreading/editing, workplace communications, records management, office computing/Internet, planning meetings, business travel, business terminology, office design, career advancement and business etiquette. ADVISORY: Keyboarding skills of at least 25 words per minute. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80031 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80031 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

### **BC C115—CUSTOMER SERVICE/SOFT SKILLS**

**1.5 units**

This course focuses on the importance of effectively developing quality customer service techniques to be successful in any career. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80606 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80606 8-wk/Oct 22 3 hrs and 10 min/wk arr. [ONLINE](#)

### **BC C116—INTRODUCTION TO MOBILE APPLICATIONS**

**3.0 units**

This course examines the development and future of mobile applications, including Smart Phone, iPhone, iPad, and other Mobile Tablet devices. Content will include how mobile applications are researched, designed, created, and marketed. Project outcomes, software selection, interface design, graphics, programming, marketing, and promotion will be introduced. Students will create a simple mobile application of their own design. ADVISORY: Computer literacy. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81129 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81129 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

**BC C117—MOBILE APPLICATIONS DEVELOPMENT****3.0 units**

This course investigates further the rapidly changing development of mobile applications. Focus will be on converting to native apps, distributing, designing for various platforms (iPhone, Android, Windows Mobile etc.), and recognizing the specific constraints and requirements of user interface design. The course combines a conceptual overview, design issues, and practical development. Students will create a working mobile application as a final project. ADVISORY: BC C116. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81224 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81224 16-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

**BC C120—MICROSOFT EXCEL 1****1.5 units**

Students will learn to use Microsoft Excel® to create professional worksheets that include formulas, functions, charts, printing techniques, and data analysis. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80189 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80189 8-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BC C121—MICROSOFT EXCEL 2****1.5 units**

Advanced training and application in Microsoft Excel® based on fundamentals learned in the Excel® Introductory course. Topics include formulas, functions, range names, templates, tables/databases, linking worksheets, advanced charting, and macros. ADVISORY: BC C120. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80183 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80183 8-wk/Oct 22 3 hrs and 10 min/wk arr. ONLINE

**BC C124—USING ADOBE ACROBAT****3.0 units**

Adobe® Acrobat® is the essential tool for universal document exchange. It is an effective, reliable and efficient way to share information electronically. Convert any document into a PDF file with its original appearance preserved, and then distribute it for viewing and printing on any system. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80233 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80233 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BC C145—MEDICAL ADMINISTRATIVE ASSISTANT 1****3.0 units**

A practical course designed for students in medical assisting, nursing, and allied health occupations to learn how to successfully support the front or back office of a health care facility. ADVISORY: Microsoft® Word and Internet experience. Letter Grade only. Transfer Credit: CSU.

-CRN 80460 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80460 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BC C147—BEGINNING MICROSOFT WORD****2.0 units**

Learn to use the latest version of Microsoft® Word to create professional-looking documents for personal and business needs. Topics include using Windows operating system basics and Internet Explorer; creating, editing, formatting, and managing documents; inserting objects, tables, SmartArt, diagrams, and organizational charts. ADVISORY: BC C107A or typing speed at least 25 wpm. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80127 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80127 8-wk/Aug 27 4 hrs and 15 min/wk arr. ONLINE

**BC C148—INTERMEDIATE MICROSOFT WORD****2.0 units**

Learn to use the latest version of Microsoft® Word to create professional-looking documents for personal and business needs at the Intermediate skill level. Topics include custom multilevel lists, automation, themes and styles, comments, track changes, document protection, distribution, and digital signatures. ADVISORY: BC C147. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80213 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80213 8-wk/Oct 22 4 hrs and 15 min/wk arr. ONLINE

**BC C161—HEALTH INFORMATION TECHNOLOGY: MEDICAL CODING 1****3.0 units**

An introductory course in Current Procedural Terminology (CPT). Systematically learn CPT codes by body system, various procedures and ways to code each one. This course includes an introduction to International Classification of Diseases, 9th Revision, Clinical Modification (ICD 9-CM/10-CM) and information about third party reimbursement. ADVISORY: BC C104 or ability to use Microsoft® Windows®. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80028 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80028 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BC C162—HEALTH INFORMATION TECHNOLOGY: MEDICAL CODING 2****3.0 units**

This second course in medical coding emphasizes coding physician services and diagnoses in the outpatient settings of clinics and outpatient departments of hospitals. Study authentic medical cases covering concepts that give a more in-depth understanding of physician-based services. It includes auditing previously coded cases that were returned because of errors. This is the second course in preparing for the certification examination given by either the American Health Information Management Association or the American Academy of Professional Coders. ADVISORY: BC C104 or ability to use Microsoft® Windows®, and BC C161 and C163. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81226 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81226 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BC C163—HEALTH INFORMATION TECHNOLOGY—MEDICAL TERMINOLOGY****3.0 units**

Introduction to medical terminology for body structure, body systems, and diagnostic work. Prefixes, suffixes, word roots, and combined word forms. Includes instruction in spelling, definition, and pronunciation. ADVISORY: BC C104 or ability to use Microsoft® Windows®. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80040 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80040 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BC C171—WEB DESIGN/XHTML 1****3.0 units**

Web Design/XHTML 1 introduces students to the foundations of web design, including planning, creating, and publishing a website. It emphasizes HTML/XHTML coding rather than using a WYSIWYG (What You See Is What You Get) editor. The course also covers some critical issues related to web design such as background information including copyright issues. ADVISORY: BC C170 or DGA C166A. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80607 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80607 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**BC C185—MICROSOFT POWERPOINT****1.5 units**

Create powerful, effective, professional presentations using Microsoft® PowerPoint. Topics will include creating, organizing ideas, editing, communicating ideas, and delivering presentations in multiple modalities. ADVISORY: BC C150, C104, or C147 or strong ability to use Microsoft® Windows®. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80160 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80160 8-wk/Oct 22 3 hrs and 10 min/wk arr. ONLINE

**BC C284—WORK BASED LEARNING****4.0 units**

To enhance each Work Based Learning participant's opportunity for success in the field of Business Computing by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Business Computing. **PREREQUISITE:** Be employed or volunteer in a field related to Business Computing for 5 hours per week per 1.0 unit of Work Based Learning. **COREQUISITE:** Be enrolled in a total of 7.0 units including Work Based Learning. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80199 For more information about Work Based Learning classes students may review the Work Based Learning Student Handbook. <http://www.coastline.edu/academics/work-based-learning>, then select Work Based Learning Handbook (pdf).

80199 16-wk/Aug 27 22 hrs and 15 min/wk arr.

GARDEN GROVE CAMPUS

**CHEMISTRY • (714) 241-6213****CHEM C110—INTRODUCTION TO CHEMISTRY****5.0 units**

A lab science course in principles of inorganic, biochemistry, and organic chemistry for transfer and for associate degree programs in nursing, dietetics, paramedical, and other allied health fields. Not for students planning to take CHEM C130. **ADVISORY:** MATH C010 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80526 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80526 16-wk/Aug 27 7 hrs and 25 min/wk arr.

ONLINE

80693 16-wk/Aug 27 6pm-10:15pm M plus

NEWPORT BEACH CAMPUS RM 235

6pm-9:05pm W

NEWPORT BEACH CAMPUS RM 219

-CRN 80184 is a 16-week hybrid course, with an online lecture and onsite lab.

-Those applying to CSULB are strongly encouraged to take an onsite lab, as this is a requirement for their programs.

80184 16-wk/Aug 28 9am-12:10pm T plus

GARDEN GROVE CAMPUS RM 307

4 hrs and 15 min/wk arr.

ONLINE

**CHEM C130—PREPARATION FOR GENERAL CHEMISTRY****4.0 units**

Introduction to both principles and calculations of chemistry and lab techniques, especially for those who continue with future chemistry courses. **ADVISORY:** MATH C030 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

80382 16-wk/Aug 27 2:35pm-5:45pm M plus

NEWPORT BEACH CAMPUS RM 219

2:35pm-5:45pm W

NEWPORT BEACH CAMPUS RM 237

80451 16-wk/Aug 29 9:30am-12:40pm W plus

GARDEN GROVE CAMPUS RM 302

9:30am-12:40pm F

GARDEN GROVE CAMPUS RM 307

**CHEM C140—SURVEY OF CHEMISTRY AND PHYSICS****4.0 units**

An investigation of basic principles of physics and chemistry including matter, physical and chemical properties, energy, motion, light, atomic structure, bonding, solutions and chemical reactions. The inter-dependence of chemistry and physics will be emphasized. This course is intended for non-science majors. **PREREQUISITE:** MATH C010 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 81029 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81029 16-wk/Aug 27 6 hrs and 30 min/wk arr.

ONLINE

**CHEM C180—GENERAL CHEMISTRY A****4.0 units**

Introduction to both the principles and mathematical analysis of general chemistry and basic lab techniques, especially for students intending to proceed with further chemistry courses. Topics include atomic structure and bonding, the stoichiometry of chemical equations, thermochemistry, and the behavior of gases and solutions. PREREQUISITE: CHEM C130 or a recent high school chemistry course with a grade of C or better, and MATH C030 or a recent high school course in intermediate algebra with a grade of C or better, or appropriate placement on a math placement assessment. COREQUISITE: CHEM C180L. Letter Grade only. Transfer Credit: CSU; UC.

-CRN 80124 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80124	16-wk/Aug 27	4 hrs and 15 min/wk arr.	ONLINE
80009	16-wk/Aug 27	8:30am-12:45pm M	GARDEN GROVE CAMPUS RM 315
81032	16-wk/Aug 30	1pm-5:15pm Th	NEWPORT BEACH CAMPUS RM 330

**CHEM C180L—GENERAL CHEMISTRY A LAB****1.0 unit**

Introduction to both the principles and mathematical analysis of general chemistry lab techniques, especially for students intending to proceed with further chemistry courses. Topics include atomic structure and bonding, the stoichiometry of chemical equations, thermochemistry, and the behavior of gases and solutions. PREREQUISITE: CHEM C130, or a recent high school chemistry course with a grade of C or better, and MATH C030, or a recent high school course in intermediate algebra with a grade of C or better, or appropriate placement on a math placement assessment. COREQUISITE: CHEM C180. Letter Grade only. Transfer Credit: CSU; UC.

-Students enrolling in CRN 81031 are also required to enroll in Chemistry C180 CRN 81032.

81031	16-wk/Aug 28	1pm-5:15pm T	NEWPORT BEACH CAMPUS RM 219
-Students enrolling in CRN 80113 are also required to enroll in Chemistry C180 CRN 80124.			
80113	16-wk/Aug 28	6pm-10:15pm T	GARDEN GROVE CAMPUS RM 307
-Students enrolling in CRN 80072 are also required to enroll in Chemistry C180 CRN 80009.			
80072	16-wk/Aug 29	8:30am-12:45pm W	GARDEN GROVE CAMPUS RM 307

**CHEM C185—GENERAL CHEMISTRY B****4.0 units**

This course is the second semester of a two-semester sequence (CHEM C180 and C185). A basic course in the principles of inorganic chemistry with special emphasis on chemical kinetics, chemical equilibrium, electro chemistry, nuclear chemistry, and acids and bases. PREREQUISITE: CHEM C180 with a grade of C or better. COREQUISITE: CHEM C185L. Letter Grade only. Transfer Credit: CSU; UC.

-CRN 80165 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80165	16-wk/Aug 27	4 hrs and 15 min/wk arr.	ONLINE
81161	16-wk/Aug 28	1pm-5:15pm T	NEWPORT BEACH CAMPUS RM 331
80003	16-wk/Aug 29	8:30am-12:45pm W	GARDEN GROVE CAMPUS RM 205

**CHEM C185L—GENERAL CHEMISTRY B LAB****1.0 unit**

This course is the second semester of a two-semester sequence (CHEM C180L and CHEM C185L) which continues the examination of the basic principles of inorganic chemistry with a special emphasis on reaction kinetics, chemical equilibrium, acid/base and solubility equilibria, enthalpy, entropy and Gibbs free energy, electrochemistry, coordination chemistry, and nuclear chemistry. PREREQUISITE: CHEM C180 and C180L with a grade of C or better. COREQUISITE: CHEM C185. Letter Grade only. Transfer Credit: CSU; UC.

-Students enrolling in CRN 80097 are also required to enroll in Chemistry C185 lecture CRN 80003.

80097	16-wk/Aug 27	8:30am-12:45pm M	GARDEN GROVE CAMPUS RM 307
-Students enrolling in CRN 80114 are also required to enroll in Chemistry C185 lecture CRN 80165.			
80114	16-wk/Aug 27	6pm-10:15pm M	GARDEN GROVE CAMPUS RM 307
-Students enrolling in CRN 81162 are also required to enroll in Chemistry C185 CRN 81161.			
81162	16-wk/Aug 30	1pm-5:15pm Th	NEWPORT BEACH CAMPUS RM 219

**CHEM C220—ORGANIC CHEMISTRY A****3.0 units**

This course is the first semester of Organic Chemistry, a two-semester course, which includes topics on the properties and reactions of aliphatic and aromatic organic compounds. Emphasis is placed on the reaction mechanisms, fundamental principles, and modern instrumental methods. PREREQUISITE: CHEM C185 with grade C or better. Letter Grade only. Transfer Credit: CSU; UC.

COREQUISITE: CHEM C220L

80383	16-wk/Aug 27	11:20am-12:45pm MW	NEWPORT BEACH CAMPUS RM 237
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**CHEM C220L—ORGANIC CHEMISTRY A LAB****2.0 units**

Formerly CHEM C221. The laboratory component of Organic Chemistry A emphasizes basic organic chemistry theory and the techniques of separation, purification, synthesis, and analysis of organic compounds, including chromatography and instrumental methods, such as infrared and nuclear magnetic spectroscopy. PREREQUISITE: CHEM C185 with grade C or better. COREQUISITE: CHEM C220. Letter Grade only. Transfer Credit: CSU; UC.

-Students enrolling in CRN 80449 are also required to enroll in Chemistry C220 lecture CRN 80383.

80449 16-wk/Aug 27 8am-11:15am MW

NEWPORT BEACH CAMPUS RM 219

**CHEM C225—ORGANIC CHEMISTRY B****3.0 units**

Further study of the structures, reactions, and reaction mechanisms of organic compounds, with particular emphasis on conjugated molecules, aromatic systems, and carbonyl containing compounds and an introduction to biologically important molecules such as amino acids, carbohydrates, and lipids. PREREQUISITE: CHEM C220 with grade C or better.

COREQUISITE: CHEM C225L. Letter Grade only. Transfer Credit: CSU; UC.

81163 16-wk/Aug 28 11:20am-12:45pm TTh

NEWPORT BEACH CAMPUS RM 237

**CHEM C225L—ORGANIC CHEMISTRY B LAB****2.0 units**

Formerly CHEM C226. Further study of the structures, reactions, and reaction mechanisms of organic compounds, with particular emphasis on conjugated molecules, aromatic systems, and carbonyl containing-compounds and an introduction to biologically important molecules such as amino acids, carbohydrates, and lipids. PREREQUISITE: CHEM C220L with a grade of C or better. COREQUISITE: CHEM C225. Letter Grade only. Transfer Credit: CSU; UC.

-Students enrolling in CRN 81164 are also required to enroll in Chemistry C225 CRN 81163.

81164 16-wk/Aug 28 8am-11:15am TTh

NEWPORT BEACH CAMPUS RM 219

**CHINESE • (714) 241-6184****CHIN C180—ELEMENTARY CHINESE 1****5.0 units**

Develop the fundamental ability to both comprehend and converse in daily spoken Mandarin Chinese. Introduction to early reading and writing skills as well as Chinese customs and culture. ADVISORY: Students who have completed two years of high school Chinese with a grade of C or better should enroll in CHIN C185 or C185A. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80164 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80164 16-wk/Aug 27 5 hrs and 20 min/wk arr.

ONLINE

**COMMUNICATION STUDIES • (714) 241-6184****CMST C100—INTERPERSONAL COMMUNICATION****3.0 units**

Formerly SPCH C100. Language use and effective interpersonal communication, both verbal and non-verbal. Recommended for students wanting to understand and improve their communication skills in interpersonal relationships. Content areas include conversation, listening, perception, non-verbal communication, language, self-concept, and self-disclosure. Graded or Pass/No Pass option. Transfer Credit: CSU. C-ID: COMM 130.

80370 16-wk/Aug 27 9am-12:10pm M

LE-JAO CAMPUS RM 202

80341 16-wk/Aug 27 6:30pm-9:40pm M

LE-JAO CAMPUS RM 202

80454 16-wk/Aug 29 6:30pm-9:40pm W

GARDEN GROVE CAMPUS RM 202

**CMST C110—PUBLIC SPEAKING****3.0 units**

Formerly SPCH C110. Principles of public speaking, including planning, preparing, and delivering an effective oral presentation. Consideration of and practice in problem solving, information, persuasion, and communication techniques. Emphasis on developing self-confidence and skill in communicating to and with groups. Letter Grade only. Transfer Credit: CSU; UC. C-ID: COMM 110.

80532 16-wk/Aug 27 6:30pm-9:40pm M

LE-JAO CAMPUS RM 117

80343 16-wk/Aug 28 6:30pm-9:40pm T

GARDEN GROVE CAMPUS RM 202

-CRN 80371 is an 8-week hybrid class with onsite class meetings and an online component.

80371 8-wk/Aug 30 9am-12:15pm Th plus  
3 hrs and 5 min/wk arr.

LE-JAO CAMPUS RM 215

ONLINE

-CRN 80372 is an 8-week hybrid class with onsite class meetings and an online component.

80372 8-wk/Oct 25 9am-12:35pm Th plus  
3 hrs and 5 min/wk arr.

NEWPORT BEACH CAMPUS RM 330

ONLINE

**CMST C150—INTERCULTURAL COMMUNICATION****3.0 units**

This course is an introduction to the study, practice, and application of communication concepts and theory in intercultural contexts. Analysis of cultural influence and interactional patterns to explain, predict, and improve communication behavior within and across cultural groups. With emphasis of examination of various communication patterns across cultures to increase interpersonal and intercultural effectiveness and to decrease ethnocentric and prejudicial beliefs and discriminative behavior. ADVISORY: ENGL C100 and CMST C100 or C110. Letter Grade only. Transfer Credit: CSU; UC. C-ID: COMM 150.

-CRN 80998 is a 16-week hybrid class with onsite class meetings and an online component.

80998 16-wk/Aug 29 6:30pm-7:40pm W plus LE-JAO CAMPUS RM 213  
2 hrs/wk arr. ONLINE

**COMPUTER INFORMATION SYSTEMS • (714) 241-6209****CIS C100—INTRODUCTION TO INFORMATION SYSTEMS****3.0 units**

This course prepares students with a non-programming introduction to information systems and personal computer applications including word processing, spreadsheets, database, and presentation software. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80194 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80194 16-wk/Aug 27 4 hrs and 15 min/wk arr. ONLINE

**CIS C111—INTRODUCTION TO INFORMATION SYSTEMS PROGRAMMING****3.0 units**

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. Meets the lower division computer requirement for business majors at some California State University campuses. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: BUS 140.

-CRN 80195 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80195 16-wk/Aug 27 4 hrs and 15 min/wk arr. ONLINE

-Enrollment in CRN 80897 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star/> for more information.

-CRN 80897 is a 16-wk hybrid class with onsite weekly class meetings and an online component.

80897 16-wk/Aug 27 1pm-2:25pm MW plus NEWPORT BEACH CAMPUS RM 227  
1 hr and 5 min/wk arr. ONLINE

-CRN 80912 is a 16-week hybrid class with weekly onsite class meetings and an online component.

80912 16-wk/Aug 27 1pm-2:25pm MW plus NEWPORT BEACH CAMPUS RM 227  
1 hr and 5 min/wk arr. ONLINE

-CRN 81071 is a 16-wk hybrid class with onsite weekly class meetings and an online component.

81071 16-wk/Aug 28 1pm-2:25pm TTh plus GARDEN GROVE CAMPUS RM 302  
1 hr and 5 min/wk arr. ONLINE

-Enrollment in CRN 81072 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star/> for more information.

-CRN 81072 is a 16-wk hybrid class with onsite weekly class meetings and an online component.

81072 16-wk/Aug 28 1pm-2:25pm TTh plus GARDEN GROVE CAMPUS RM 302  
1 hr and 5 min/wk arr. ONLINE

**CIS C155—INTRODUCTION TO PROGRAMMING USING JAVA****3.0 units**

Student will learn structured programming techniques using Java. There is an emphasis on control structures, procedures, simple data types, file I/O, and a general introduction to object-oriented programming. ADVISORY: CIS C111. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80624 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80624 16-wk/Aug 27 4 hrs and 15 min/wk arr. ONLINE

**CIS C157—INTRODUCTION TO PYTHON PROGRAMMING****3.0 units**

Offers an overview of the Python programming language for students without prior programming experience. Variables, expressions, functions, looping, and flow control pertaining to Python is taught through hands-on exercises and guided demonstrations by the instructor. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81058 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81058 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**COMPUTER SERVICES TECHNOLOGY • (714) 241-6209****CST C115—COMMAND LINE/SCRIPTING****1.5 units**

This course prepares students to use Command Line Utilities and scripting techniques to manage and maintain operating systems and network appliances. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81048 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81048 8-wk/Oct 22 4 hrs and 15 min/wk arr.

ONLINE

**CST C116—A+ ESSENTIALS HARDWARE****3.0 units**

The A+ Essentials Hardware course teaches necessary competencies for an entry-level IT professional. Topics include Personal Computer Components, Operating Systems, Networks, and Security. Lecture and hands-on experience in structured labs is included. The A+ Essentials Hardware course maps to CompTIA's A+ Essentials Hardware exam. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80065 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80065 8-wk/Aug 30 6:30pm-9:35pm Th plus  
5 hrs and 25 min/wk arr.GARDEN GROVE CAMPUS RM 306  
ONLINE**CST C117—A+ ESSENTIALS SOFTWARE****3.0 units**

The A+ Essentials Software course teaches necessary competencies for an entry-level IT professional. Topics include Personal Computer Components, Operating Systems, Networks, and Security. Lecture and hands-on experience in structured labs is included. The A+ Essentials Software course maps to CompTIA's A+ Essentials exam. ADVISORY: CST C116. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80041 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80041 8-wk/Oct 25 6:30pm-9:50pm Th plus  
5 hrs and 35 min/wk arr.GARDEN GROVE CAMPUS RM 306  
ONLINE**CST C128—NETWORK+****3.0 units**

This Network+ certification course provides an in-depth survey of the field of Networking, including terms, OSI model, various NOS, certification requirements, and security. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80116 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80116 16-wk/Aug 27 4 hrs and 15 min/wk arr.

ONLINE

-CRN 80102 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80102 8-wk/Oct 25 6pm-9:20pm Th plus  
5 hrs and 35 min /wk arr.GARDEN GROVE CAMPUS RM 302  
ONLINE**CST C172—SQL SERVER DESIGN AND IMPLEMENTATION****3.0 units**

Installing, configuring administering and maintaining the Microsoft SQL Server database management system. Students will learn how to design logical and physical databases, create data structures, monitor secure and optimize a database, and evaluate and implement High Availability options. ADVISORY: CST C165. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80243 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80243 16-wk/Aug 27 4 hrs and 15 min/wk arr.

ONLINE

**CST C177A—CONFIGURING MICROSOFT WINDOWS 10****3.0 units**

The course provides hands-on experience with Windows 10®. Topics include configuring Windows 10®, demonstrating Windows® media tools, optimizing the file system, using management tools, troubleshooting, configuring IPv6, wireless networking, configuring file folder management, creating a network, working with mobile devices, implementing security and VPNs, and editing the registry. This course maps to Windows 10® MCSA and 698 exams. ADVISORY: CST C128. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80964 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80964 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**CST C201C—CCNA 1: INTRODUCTION TO NETWORKS****3.0 units**

In this introductory course, students will be able to build simple LANs, perform basic configurations of routers and switches, and implement IP addressing schemes. This is the first in a series of courses providing preparation for students seeking the Cisco CCNA Certification. There is an emphasis on hands-on training. ADVISORY: CST C128. Graded or Pass/No Pass option. Transfer Credit: CSU.

80573 16-wk/Aug 27 6pm-10:15pm M

GARDEN GROVE CAMPUS RM 353

**CST C202C—CCNA 2: ROUTING AND SWITCHING ESSENTIALS****3.0 units**

This course covers configuration and troubleshooting routers and switches, resolving common issues with RIPv1, RIPv2, single-area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks. This is the second in a series of courses providing preparation for students seeking the Cisco CCNA Certification. Emphasis is on hands-on training. ADVISORY: CST C201C. Graded or Pass/No Pass option. Transfer Credit: CSU.

80574 16-wk/Aug 29 6pm-10:15pm W

GARDEN GROVE CAMPUS RM 353

**CST C203C—CCNA 3: SCALING NETWORKS****3.0 units**

This course covers LAN Design, LAN Redundancy, Link Aggregation, Wireless LANs, Single and Multi-area OSPF, EIGRP and IOS Images. This is the third in a series of courses providing preparation for students seeking the Cisco CCNAv5 Certification. There is an emphasis on hands-on training. ADVISORY: CST C201C and C202C. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80575 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80575 8-wk/Aug 28 6pm-9:20pm T plus  
5 hrs and 10 min/wk arr.GARDEN GROVE CAMPUS RM 353  
ONLINE**CST C204C—CCNA 4: CONNECTING NETWORKS****3.0 units**

The focus of this course is WAN technologies and network services required by converged applications in a complex network. This is the fourth in a series of courses providing preparation for students seeking the Cisco CCNA Certification. Topics include PPP, Frame Relay, NAT, VPN Tunnels, Syslog, and SNMP. There is an emphasis on hands-on training. ADVISORY: CST C201C, C202C, and C203C. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80576 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80576 8-wk/Oct 23 6pm-9:20pm T plus  
5 hr and 10 min /wk arr.GARDEN GROVE CAMPUS RM 353  
ONLINE**CST C205—CCNP: IMPLEMENTING CISCO IP ROUTING****3.0 units**

Students will learn to plan designs, perform tasks, and interpret performance measurements. Hands-on activities include configuring and verifying routing and routing protocols. This course covers the material in the current version of Implementing Cisco IP Routing. ADVISORY: CST C204 or CCNA. Graded or Pass/No Pass option. Transfer Credit: CSU.

80493 16-wk/Aug 30 6pm-10:15pm Th

GARDEN GROVE CAMPUS RM 353

**CST C230—INTRODUCTION TO SECURITY****3.0 units**

This class is a survey of Network/Internet security. It will help prepare you for the CompTIA Security+ Exam. Topics will cover Authentication, Malicious Code, Web Security, Intrusion Detection, Cryptography, and Biometrics. The class will have lecture and hands-on components. ADVISORY: CST C128. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80323 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80323 16-wk/Aug 27 4 hrs and 15 min/wk arr. ONLINE

-CRN 81111 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

-Enrollment in CRN 81111 requires acceptance into the CCAP Program.

81111 8-wk/Oct 22 8 hrs and 35 min/wk arr. ONLINE

-CRN 81112 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81112 8-wk/Oct 22 8 hrs and 35 min/wk arr. ONLINE

**CST C231—COMPTIA ADVANCED SECURITY PRACTITIONER****3.0 units**

Building on the skills learned in Security +, this course builds the technical knowledge and skills required to conceptualize, design, and engineer secure solutions across complex enterprise environments. The candidate will apply critical thinking and judgment across a broad spectrum of security disciplines to propose and implement solutions that map to enterprise drivers. This course maps to the CompTIA CASP exam. ADVISORY: CST C230. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80431 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80431 16-wk/Aug 27 4 hrs and 15 min/wk arr. ONLINE

**CST C232—ETHICAL HACKING****3.0 units**

This course is a survey of the ethical and legal issues pertaining to security testing. It will demonstrate how to use tools that can be used to gain information about a computer network, how to recognize that the tools are being used, and how to defend a network against those attacks. ADVISORY: CST C230. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80214 is a 16-week hybrid class with weekly onsite class meetings and an online component.

80214 16-wk/Aug 27 6pm-7:30pm M plus 2 hrs and 35 min/wk arr. GARDEN GROVE CAMPUS RM 350 ONLINE

**CST C233—CYBERSECURITY COMPETITION****2.0 units**

This course prepares the student to participate in various cybersecurity competitions. It covers topics in the major areas of concentration for the competitions, and students will participate in practice competitions. Participating in a competition teaches students practical techniques for securing a network or personal data. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80793 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80793 8-wk/Aug 28 6:30pm-8:05pm T plus 2 hrs and 20 min/wk arr. GARDEN GROVE CAMPUS RM 350 ONLINE

**CST C241—PALO ALTO NETWORKS CYBERSECURITY ESSENTIALS****3.0 units**

The course covers installing, configuring, and managing Palo Alto Networks next-generation firewalls as well as steps for maintaining security, preventing threats, networking, logging, and reporting features. This course starts at an introductory level and builds to an intermediate level. Aspects of basic next-generation firewall configuration covered include steps for security, networking, threat prevention, logging, and reporting features of Palo Alto Networks Operating System. Aspects of intermediate firewall configuration include managing GlobalProtect™ and Active/Active High Availability and optimizing visibility and control over applications, users, and content. Basic firewall troubleshooting is also covered. Security engineers, network engineers, and support staff are the targeted audience for this course. ADVISORY: CST C128 and C230. Graded or Pass/No Pass option. Transfer Credit: CSU.

80848 16-wk/Aug 30 6pm-10:15pm Th GARDEN GROVE CAMPUS RM 304

**CST C245—EXPLORING COMPUTER FORENSICS****3.0 units**

Introduction to Computer Forensics Investigations. The class will cover such topics as how to recognize that a computer crime has occurred and steps follow when acquiring, authenticating, and analyzing data on a compromised system. Hands-on portion will explore the use of several Computer Forensics tools. ADVISORY: CST C232 and C238. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80237 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80237 8-wk/Oct 23 6pm-8:20pm T plus  
6 hr and 10 min /wk arr.

GARDEN GROVE CAMPUS RM 350  
ONLINE

**CST C248—WIRELESS NETWORKING****3.0 units**

This is an entry level course in wireless data communications. It covers the fundamentals of wireless communications and provides an overview of protocols, transmission methods, and IEEE standards. It also examines the broad range of wireless communications technologies available beginning with the basics of radio frequency and wireless data transmission and progressing to the protocols and mechanisms that every wireless network technician needs to understand. ADVISORY: CST C128. Graded or Pass/No Pass option. Transfer Credit: CSU.

80077 16-wk/Aug 27 6pm-10:15pm M

GARDEN GROVE CAMPUS RM 306

**CST C260—CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL****3.0 units**

This course covers the ten domains of information security known as the CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL Common Body of Knowledge (CBK). Completing this course does not guarantee CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL certification; however, the course addresses the test objectives defined by (ISC)2 for the CERTIFIED INFORMATION SYSTEMS SECURITY PROFESSIONAL examination. CST C128 and C230. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80685 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80685 16-wk/Aug 27 4 hrs and 15 min/wk arr.

ONLINE

**CST C264—RED HAT SYSTEM ADMINISTRATION 1 VERSION 7****3.0 units**

Linux is the #1 operating system for web servers, cloud computing, smartphones, and consumer electronics. Linux system administration is one of the most in-demand skills in IT. Red Hat System Administration 1 (RH124) provides a foundation for students wishing to become full-time Linux system administrators by introducing key command line concepts and other enterprise-level tools. These concepts are further developed in the follow-on course, Red Hat System Administration 2 (RH134). ADVISORY: CST C117. Graded or Pass/No Pass option. Transfer Credit: CSU.

81201 16-wk/Aug 29 6pm-10:15pm W

GARDEN GROVE CAMPUS RM 302

**CST C284—WORK BASED LEARNING****4.0 units**

To enhance each Work Based Learning participant's opportunity for success in the field of Computer Service Technology by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Computer Service Technology. PREREQUISITE: Be employed or volunteer in a field related to Computer Service Technology for 5 hours per week per 1 unit of Work Based Learning. COREQUISITE: Be enrolled in a total of 7 units including Work Based Learning. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80170 For more information about Work Based Learning classes students may review the Work Based Learning Student Handbook. <http://www.coastline.edu/academics/work-based-learning>, then select Work Based Learning Handbook (pdf).

80170 16-wk/Aug 27 22 hrs and 15 min/wk arr.

GARDEN GROVE CAMPUS

**CST C290—VMWARE VSPHERE: OPTIMIZE AND SCALE 6.0****3.0 units**

Proper server consolidation using virtualization requires advanced skills to realize optimal cost savings and efficient scaling. In this VMware® Authorized hands-on training course, students learn advanced skills for configuring and maintaining a highly available and scalable virtual infrastructure using VMware® vSphere®, which consists of VMware ESXi™ and VMware® vCenter Server™. Student should have completed the vSphere® Install, Configure, Manage 5.5 or 6 course, or have equivalent working knowledge before attending this course. ADVISORY: CST C220B or C220C. Graded or Pass/No Pass option. Transfer Credit: CSU.

80972 16-wk/Aug 27 6pm-10:15pm M

GARDEN GROVE CAMPUS RM 304

**CST C390A—NETWORK LABORATORY****1.0 unit**

This lab course provides supervised computer lab time on computers and network hardware. Microsoft®, CompTIA®, Cisco®, VMware® and other computer and/or networking students can utilize specialized software and hardware for additional ‘hands-on’ practice and completion of classroom projects. COREQUISITE: Student must be enrolled in a CST course for the current semester. Open Entry/Open Exit. Pass/No Pass only.

-CRN 80577 is open-entry registration through December 8.

80577 16-wk/Aug 31 5:30pm-8:50pm F

GARDEN GROVE CAMPUS RM 354

**CST C390B—NETWORK LABORATORY****1.0 unit**

This course provides supervised lab time on network hardware and software. Microsoft®, CompTIA®, Cisco®, VMware® and other networking students can utilize specialized software and hardware for additional ‘hands-on’ practice. COREQUISITE: Student must be enrolled in a CST course for the current semester. Open Entry/Open Exit. Pass/No Pass only.

-CRN 80578 is open-entry registration through December 8.

80578 16-wk/Aug 31 5:30pm-8:50pm F

GARDEN GROVE CAMPUS RM 354

**CST C390L—NETWORK LABORATORY****1.0 unit**

The lab provides supervised computer lab time on network computers and servers. Microsoft®, CompTIA®, Cisco® and other networking students can utilize specialized software and hardware for additional ‘hands-on’ practice. ADVISORY: Concurrent enrollment in any Coastline Community College class. Open Entry/Open Exit. Pass/No Pass only.

-CRN 80389 is open-entry registration through December 8.

80389 16-wk/Aug 31 5:30pm-8:50pm F

GARDEN GROVE CAMPUS RM 354

**CST C391L—NETWORK LABORATORY****1.0 unit**

This course provides supervised lab time on network hardware and software. Microsoft®, CompTIA®, Cisco®, and other networking students can utilize specialized software and hardware for additional ‘hands-on’ practice. Open Entry/Open Exit. Pass/No Pass only.

-CRN 80300 is open-entry registration through December 8.

80300 16-wk/Aug 31 5:30pm-8:50pm F

GARDEN GROVE CAMPUS RM 354

**COUNSELING • (714) 241-6162****COUN C104—CAREER AND LIFE PLANNING****3.0 units**

Formerly COUN C100. Introduction to career/life planning includes an exploration of interests, skills, values, personality traits, past experiences, and life stages. Develop a career/life plan using gathered self-information, decision-making strategies and an awareness of psychological, sociological, and physiological factors related to career/life satisfaction. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80304 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the ‘Testing Times’ webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80304 8-wk/Aug 27 6 hrs and 30 min/wk arr.

ONLINE

81114 16-wk/Aug 27 6:30pm-7:55pm MW

LE-JAO CAMPUS RM 200

-CRN 80420 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the ‘Testing Times’ webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80420 12-wk/Sep 10 5 hrs and 10 min/wk arr.

ONLINE

## **COUN C105—STRATEGIES FOR COLLEGE SUCCESS**

**3.0 units**

Course designed to increase success in achieving educational, career, and life goals. It includes information on learning styles and strategies, time management, decision making, goal setting, college resources and services, memory techniques, note-taking, test-taking, and other successful techniques. Students will develop educational and career plans. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80034 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80034 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80182 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80182 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 80421 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80421 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-Enrollment in CRN 80250 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80250 16-wk/Aug 27 9am-10am MWF **NEWPORT BEACH CAMPUS RM 320**

80894 16-wk/Aug 27 9am-10am MWF **NEWPORT BEACH CAMPUS RM 320**

-Enrollment in CRN 80891 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star/> for more information.

80891 16-wk/Aug 28 9am-10am TThF **GARDEN GROVE CAMPUS RM 202**

80895 16-wk/Aug 28 9am-10am TThF **GARDEN GROVE CAMPUS RM 202**

81113 16-wk/Aug 28 10am-11:25am TTh **LE-JAO CAMPUS RM 200**

-CRN 80422 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80422 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80864 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80864 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

## **DIGITAL GRAPHIC ARTS • (714) 241-6209**

### **DGA C111—3-D SIMULATION AND MULTIMEDIA USING MAYA AND 3DS**

**3.0 units**

This course teaches foundational animation skills such as 3D modeling, animation, rendering, compositing, visual effects, production, and performance skills. Hands-on training is emphasized using Autodesk Suite. **ADVISORY: DGA C116A.** Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80298 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80298 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

### **DGA C116A—ADOBE PHOTOSHOP 1**

**3.0 units**

This course will introduce basic tools and techniques to explore the graphic capabilities of Adobe Photoshop®. Learn how selection and editing tools are used to manipulate graphics and photographs by duplicating, deleting, replacing, or changing image elements. Create original images and produce multi-layered graphics from existing photographs. Create eye catching display graphics, color correct, and retouch photos. No art background required. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80239 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80239 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

80019 16-wk/Aug 29 6pm-9:10pm W **GARDEN GROVE CAMPUS RM 352**

**DGA C116B—ADOBE PHOTOSHOP 2****3.0 units**

This project-based course will focus on the intermediate tools and techniques that expand the graphic capabilities of Adobe Photoshop®. Learn how editing tools and actions are used to enhance images and retouch photographs by compositing, deleting, replacing, or changing image elements with filters, masks, channels, and paths. Create original images and produce multi-layered graphics for print and the web. No art background required. ADVISORY: DGA C116A. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80240 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80240 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**DGA C117—TYPOGRAPHY FUNDAMENTALS****3.0 units**

Typography is the window into the world of visual communication. Explore the history and development of basic letterforms and the ubiquitous nature of type and typography as it relates to mastering the skills necessary to design effective digital assets. Real world applications will be discussed relating to perceptions, intention, readability and usage of typography, while creating successful designs for a professional portfolio. Recommended for Digital Graphic Application majors and certificates. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80625 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80625 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**DGA C118A—INTRODUCTION TO ADOBE ILLUSTRATOR****3.0 units**

Learn to master the basics of Adobe Illustrator® using appropriate tools or filters for illustrations; applying strokes and color fills; creating and editing paths; using layers, transformation effects, and gradients; working with images; and creating basic object shapes. No artistic background is required. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80289 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80289 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**DGA C120—INTRODUCTION TO INDESIGN****3.0 units**

This project-based course will introduce the basic tools and techniques to explore the graphic and type capabilities of Adobe InDesign®. Learn how to import and edit text; create and manipulate styles, tables, and graphics; and use effects and blend modes to create multi-page documents, such as letterhead, tri-fold brochures, flyers, and booklets for print and the web. No art background required. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80244 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80244 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**DGA C121—INTRODUCTION TO ADOBE PREMIERE****3.0 units**

This project-based course will introduce the basic tools and techniques to explore the capabilities of Adobe Premiere® in storytelling using video. Learn how to import and edit video and audio, create, and apply transitions, effects, and animations to create movies that can be exported in various formats. No art background required. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80510 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80510 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**DGA C131—DIGITAL PHOTOGRAPHY USING PHOTOSHOP****3.0 units**

Use a digital camera with Adobe Photoshop® to perform basic image editing techniques to enhance and correct images. Learn basic camera controls, camera support systems, basic lighting techniques, file formats, transfer of files, and saving options. ADVISORY: Student must have access to/own digital camera. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80995 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80995 8-wk/Oct 22 6pm-8:40pm M plus  
4 hrs and 5 min/wk arr. **NEWPORT BEACH CAMPUS RM 316  
ONLINE**

**DGA C140—BEGINNING AUDIO PRODUCTION****3.0 units**

This course covers basic theory and practice in the areas of audio recording and production—emphasizing the recording process, sound and hearing, microphone design and application, digital audio technology, multimedia and sound, signal processing, studio design, and sound integration with current digital technologies. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81131 is an 8-week hybrid class with weekly onsite class meetings and an online component.

81131 8-wk/Oct 23 6pm-8:30pm T plus  
4 hrs/wk arr.

GARDEN GROVE CAMPUS RM 352  
ONLINE

**DGA C150A - DRONE IMAGING 1****3.0 units**

Students will receive instruction in digital imaging, cinematography, colorization and photo editing while participating in hands-on or virtual flight activities to develop, practice, and optimize Unmanned Aircraft System flight and photography skills. Students will learn how to manage and edit photographic imagery captured by drones. High-end photo equipment and drones or drone-simulators will be used. This course is a media management and image editing course for drone operators, which focuses on developing careers in digital media capturing and editing images for a variety of industries across multiple sectors. Some information pertaining to FAA certifications will be discussed; this is not an FAA certification course. Graded or Pass/No Pass option. Transfer Credit: CSU.

81257 8-wk/Oct 23 6pm-8:40pm T plus  
4 hrs/wk arr.

GARDEN GROVE CAMPUS RM 352  
ONLINE

**DGA C164 - ADOBE MUSE****3.0 units**

Students learn how to use Adobe Muse to design and publish a professional, original website without learning code. Students develop master pages; create type styles; import and edit images; work with links, buttons, anchors, and widgets; embed HTML; develop alternate layouts for mobile devices; and publish and export their own website. ADVISORY: DGA C120. Graded or Pass/No Pass option. Transfer Credit: CSU.

81255 8-wk/Aug 30 6pm-8:30pm Th plus  
4 hrs/wk arr.

GARDEN GROVE CAMPUS RM 352  
ONLINE

**DGA C166A—DREAMWEAVER BASICS****3.0 units**

To be competitive, website developers need to stay current in the newest web technology tools. Learn to use Dreamweaver® to produce visually appealing websites with concise editable code while allowing you to use the most advanced features of this web editor, especially responsive design. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80011 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80011 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**DGA C195—INTRO TO BIOTECH DIGITAL MEDIA DESIGN****3.0 units**

This course emphasizes the foundational digital arts skills required to design and create professional media products for the BioTech field. Students will develop conceptual pathways related to interdisciplinary STEAM fields (Science, Technology, Engineering, Art & Math); experiment with mixed digital arts and media, including 3D modeling; and discuss the importance of research, models, and props in the design and execution of the final product. Career options, self-promotion, and practical application of digital media skills will also be discussed. ADVISORY: DGA C116A and C118A. Letter grade only. Transfer Credit: CSU.

81199 16-wk/Aug 27 6pm-9:10pm M

GARDEN GROVE CAMPUS RM 204

**ECOLOGY • (714) 241-6213****ECOL C100—HUMAN ECOLOGY****3.0 units**

Provides students with an understanding of the biological implication of man's interplay with the planet. The course is focused on the biological prospects of the future as viewed by examining the biosphere and biogeochemical cycles. Future predictions and current topics will be analyzed in relationship to planet management. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81232 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81232 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

-CRN 81233 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81233 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

## ECONOMICS • (714) 241-6209

### ECON C170—PRINCIPLES OF MICROECONOMICS

**3.0 units**

Formerly ECON C185. This course offers an introduction to the concepts and tools of economic analysis. The course studies price theory, including supply and demand, marginal analysis, utility, cost and revenue concepts, perfect and imperfect competition, production, and factor markets. Economic principles are applied to the analysis of such problems as industrial organization, the environment, public choice, and the distribution of income. **PREREQUISITE:** MATH C030 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: ECON 201.

-CRN 80786 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80786 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80262 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80262 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

80261 16-wk/Aug 27 6pm-9:10pm M **GARDEN GROVE CAMPUS RM 250**

-CRN 81196 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81196 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

### ECON C175—PRINCIPLES OF MACROECONOMICS

**3.0 units**

Formerly ECON C180. This course examines and analyzes the economic problem of productivity, recession, unemployment, and inflation. The focus of this investigation centers on business cycles, the measurement of output and income in the economy, the determination of the equilibrium level of national income in the economy, money creation and the banking system, monetary and fiscal policy options, international trade and finance, and the effects of the public debt. The particular interactions of the domestic and international economies are studied throughout the course. **PREREQUISITE:** MATH C030 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: ECON 202.

-CRN 80401 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80401 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80260 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80260 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

80427 16-wk/Aug 29 6pm-9:10pm W **GARDEN GROVE CAMPUS RM 250**

## EDUCATION • (714) 241-6216

### EDUC C101—TUTOR TRAINING

**0.5 unit**

Learn strategies for effective tutoring. Discover how to motivate, foster independence, stimulate active learning, and build confidence in the learner; identify factors that affect student learning such as language and cultural differences; learn how to handle difficult tutoring situations, and to identify different learning styles. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80426 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80426 8-wk/Oct 22 1 hr and 5 min/wk arr. **ONLINE**

**EDUC C103—INTRODUCTION TO COMPUTERS IN EDUCATION:  
TECHNOLOGY PROFICIENCIES FOR TEACHERS 1**

**2.0 units**

Based on the Technology Standard for a California K-12 Preliminary Teaching Credential. The class focuses on the proficiencies credential candidates are required to master before they can be issued a preliminary Multiple or Single Subject Credential. The curriculum and course represent a working partnership between the California Technology Assistance Project (CTAP), Region IX and Coast Community College District's TEACH3 Program. Students enrolled in the class will complete a portfolio in all the state mandated proficiencies and will receive certification as a Preliminary (Level 1) Technology Proficient Educator. All skills are transferable between the Macintosh and Windows environments. ADVISORY: EDUC C104 may be taken concurrently. Letter Grade only. Transfer Credit: CSU.

-CRN 80153 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80153 8-wk/Aug 27 4 hrs and 15 min/wk arr. ONLINE

**EDUC C104—INTRODUCTION TO TEACHING AND LEARNING  
IN DIVERSE CONTEMPORARY CLASSROOMS**

**1.0 unit**

The course will address the qualities of an effective teacher, components and purposes of an effective professional portfolio, and critical issues in diverse contemporary classrooms. Students will initiate the development of a reflective practitioner workbook, begin their electronic professional portfolio, and learn about their own learning needs and styles. Learning outcomes are aligned to the California Standards for the Teaching Profession and associated teacher performance expectations. Ten hours of arranged fieldwork/observation included. ADVISORY: Eligibility for ENGL C100. Letter Grade only. Transfer Credit: CSU; UC.

-CRN 80152 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80152 8-wk/Oct 22 4 hrs and 10 min/wk arr. ONLINE

**EDUC C107—INTRODUCTION DISTANCE LEARNING**

**1.0 unit**

Using the tools and systems of distance learning, students will develop skills that will enable them to successfully complete distance learning programs on their own in the future. This course is a 1.0 unit class that addresses the technical competencies and computer skills needed for distance learning success. ADVISORY: Basic computer skills. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80424 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80424 8-wk/Aug 27 2 hrs and 5 min/wk arr. ONLINE

**EDUC C108—HOW TO SUCCEED IN DISTANCE LEARNING**

**1.0 unit**

This course provides an orientation to the characteristics and processes of distance learning. Students will learn the meaning of key terms used in distance education. They will experience the differences between traditional classroom and distance learning courses. They will learn how to anticipate, avoid, and/or solve typical problems encountered in distance learning environments. In addition, students will learn practical strategies and skills that will help them succeed in online, television, CD-ROM, and hybrid classes. ADVISORY: EDUC C107. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80425 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80425 8-wk/Oct 22 2 hrs and 5 min/wk arr. ONLINE

**EDUC C180—FAMILY, SCHOOL, AND COMMUNITY PARTNERSHIPS**

**3.0 units**

A course for prospective teachers about current family, school, and community partnership models and approaches which foster two-way partnerships with families and communities of diverse backgrounds. This course covers historical, legal, social, and political perspectives regarding educational access and equity for diverse student populations found in contemporary classrooms; students learn about building relationships with ethnically and linguistically diverse families and communities along with a focus on socialization, identity development, and the developing child in a societal context. Includes ten hours of arranged fieldwork/focused observations aligned with students' area of interest (preschool, elementary, middle school, high school). Letter Grade only. Transfer Credit: CSU.

-CRN 80035 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80035 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

**EDUC C200—THE TEACHING PROFESSION****3.5 units**

Designed for students considering teaching as a career or for those interested in a class that focuses on issues facing teachers and students in today's schools. Course examines opportunities, requirements, responsibilities, and rewards in teaching as well as skills needed and problems often encountered in the classroom. Additional focus on educational philosophies and sociology of education. In addition to class time, the course includes field work training and requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one campus-approved certificated classroom teacher. Meets the California Commission on Teacher Credentialing requirement that students who are considering a teaching career have early and frequent opportunities to engage in field experiences that are linked with college/university coursework. **ADVISORY:** Eligibility for ENGL C100. Letter Grade only. Transfer Credit: CSU; UC.

-CRN 80103 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80103 16-wk/Aug 27 5 hrs and 30 min/wk arr. **ONLINE**

## **EMERGENCY MANAGEMENT/ HOMELAND SECURITY • (714) 241-6209**

**EMGT C101—INTRODUCTION TO EMERGENCY MANAGEMENT****3.0 units**

This course introduces the student to the fundamental aspects of emergency management. It examines the roles and responsibilities of government and non-profit agencies in managing disasters and emphasizes the four basic emergency management disciplines: preparedness, mitigation, response and recovery. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80235 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80235 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

**EMGT C102—INTRODUCTION TO HOMELAND SECURITY****3.0 units**

This course explores the history, development, and organization of homeland security in the United States. It examines the roles and functions of the Department of Homeland Security and its relationship to state and local agencies. Emphasis is placed on homeland security practices of the emergency manager. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80236 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80236 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**EMGT C105—EMERGENCY PREPAREDNESS****3.0 units**

Formerly EMGT C100. This course will introduce the Emergency Management concepts needed to develop comprehensive preparedness plans of various types of incidents and natural disasters. Areas of concentration will include general emergency management principles, procedures, and protocols as well as the organizational structures required by both the federal and state government. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80246 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80246 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

**EMGT C120—DISASTER RECOVERY****3.0 units**

This course will define the disaster recovery phase of emergency management and describe basic recovery priorities. This course will outline the recovery measures, such as damage assessment procedures, disaster loans and grants, state and federal assistance programs, and the management of reconstruction projects. Other topics included in this course will address the needs of business and industry and the identification of conflicting issues between citizen expectations and government priorities. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80215 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80215 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**EMGT C140—CRISIS RESPONSE FOR RESPONDERS (CRR)****3.0 units**

A continuation of the concepts learned from the courses of Emergency Response and Recovery. Students are introduced to methods of debrief as well as recognizing the symptoms of critical incident stress. Additionally, students are introduced to giving practical suggestions to people in need and engaging the community in addressing their own needs. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80809 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80809 8-wk/Aug 27 6 hrs and 30 min/wk arr.

ONLINE

**ENGLISH • (714) 241-6184****ENGL C020—BASIC GRAMMAR 1****1.5 units**

This basic grammar course covers sentence structure, parts of speech, punctuation, and syntax. Emphasis is placed on grammatical structure and correct usage. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80674 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80674 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

-CRN 80676 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80676 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

-CRN 80932 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80932 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

-CRN 81213 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81213 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

**ENGL C021—COLLEGE SPELLING 1****1.5 units**

A beginning, self-paced, programmed course designed to help students master the basic rules of spelling. Among other topics, it addresses phonics, silent letters, plurals, suffixes, commonly misspelled words, and apostrophes. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80680 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80680 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

-CRN 81165 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81165 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

**ENGL C024—COLLEGE VOCABULARY 1****1.5 units**

A beginning course designed to help students develop a college-level vocabulary. Students learn word usage and ways to build words using context clues, word derivatives, and prefixes and suffixes. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80681 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80681 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

-CRN 80682 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80682 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

**ENGL C025—COLLEGE VOCABULARY 2****1.5 units**

This is the second of a series of courses designed to help students develop a college-level vocabulary. Students learn word usage and ways to build words using context clues, word derivatives, and prefixes and suffixes. ADVISORY: ENGL C024. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80963 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80963 16-wk/Aug 27 1 hr and 25 min/wk arr.

INDEPENDENT STUDY

**ENGL C090 - FUNDAMENTALS OF COMPOSITION****3.0 units**

Students will review the basics of grammar and academic reading and writing through activities, reading assignments, and short writing assignments. Concurrent enrollment in specified sections of English C100 is required. COREQUISITE: ENGL C100. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-Enrollment in CRN 81253 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

-CRN 81253 has a co-requisite class. To enroll in this section of C090, you must also enroll in ENGL C100, CRN 81256.

81253 16-wk/Aug 27 12:15pm-1:20pm M

NEWPORT BEACH CAMPUS RM 315

-CRN 81260 has a co-requisite class. To enroll in this section of C090, you must also enroll in ENGL C100, CRN 81261.

81260 16-wk/Aug 27 12:15pm-1:20pm M

NEWPORT BEACH CAMPUS RM 315

-Enrollment in CRN 81252 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

-CRN 81252 has a co-requisite class. To enroll in this section of C090, you must also enroll in ENGL C100, CRN 81262.

81252 16-wk/Aug 28 12:15pm-1:20pm T

GARDEN GROVE CAMPUS RM 203

-CRN 81259 has a co-requisite class. To enroll in this section of C090, you must also enroll in ENGL C100, CRN 81263.

81259 16-wk/Aug 28 12:15pm-1:20pm T

GARDEN GROVE CAMPUS RM 203

**ENGL C099—FUNDAMENTALS OF COMPOSITION****3.0 units**

Students will practice the writing process and learn the composition principles for expository sentences, extended paragraphs, and short essays. Students will also review grammar, sentence structure, punctuation, and organization in order to express ideas clearly. This course prepares students for ENGL C100. ADVISORY: ESL students are advised to complete ESL C054: Grammar, Reading, and Writing 4A with a grade of C or better Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80074 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80074 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

-CRN 81214 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81214 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

80020 16-wk/Aug 28 6:30pm-9:40pm T

LE-JAO CAMPUS RM 117

-CRN 80178 is a 16-week hybrid class with onsite class meetings and an online component.

80178 16-wk/Aug 29 11am-12:10pm W plus

LE-JAO CAMPUS RM 213

2 hrs/wk arr.

ONLINE

-CRN 80456 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80456 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

80279 8-wk/Oct 23 9am-12:20pm TTh

LE-JAO CAMPUS RM 215

**ENGL C100—FRESHMAN COMPOSITION****3.0 units**

The basic principles and processes of written composition will be applied through examinations and assigned essays. Shaping a thesis and writing an extended, well-developed essay will be stressed. Research methods and composition of a substantial research paper will be included. **ADVISORY:** Student may place into English C100 by high school GPA, by highest grade in highest level of high school English, by score on English Placement Test, by passing English C099, or by self-placing directly into C100. Letter Grade only. Transfer Credit: CSU; UC. C-ID: ENGL 100.

-CRN 80355 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80355 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80052 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80052 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 80161 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80161 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 80179 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80179 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 80603 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80603 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 80710 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80710 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 80784 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80784 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-Enrollment in CRN 80596 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80596 16-wk/Aug 27 10:45am-12:10pm MW [NEWPORT BEACH CAMPUS RM 229](#)

80859 16-wk/Aug 27 10:45am-12:10pm MW [NEWPORT BEACH CAMPUS RM 229](#)

-Enrollment in CRN 81256 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

-CRN 81256 has a co-requisite class. To enroll in this section of C100, you must also enroll in ENGL C090, CRN 81253.

81256 16-wk/Aug 27 10:45am-12:10pm MW [NEWPORT BEACH CAMPUS RM 315](#)

-CRN 81261 has a co-requisite class. To enroll in this section of C100, you must also enroll in ENGL C090, CRN 81260.

81261 16-wk/Aug 27 10:45am-12:10pm MW [NEWPORT BEACH CAMPUS RM 315](#)

-Enrollment in CRN 80818 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star/> for more information.

80818 16-wk/Aug 28 10:45am-12:10pm TTh [GARDEN GROVE CAMPUS RM 205](#)

80861 16-wk/Aug 28 10:45am-12:10pm TTh [GARDEN GROVE CAMPUS RM 205](#)

-Enrollment in CRN 81262 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

-CRN 81262 has a co-requisite class. To enroll in this section of C100, you must also enroll in ENGL C090, CRN 81252.

81262 16-wk/Aug 28 10:45am-12:10pm TTh [NEWPORT BEACH CAMPUS RM 315](#)

-CRN 81263 has a co-requisite class. To enroll in this section of C100, you must also enroll in ENGL C090, CRN 81259.

81263 16-wk/Aug 28 10:45am-12:10pm TTh [NEWPORT BEACH CAMPUS RM 315](#)

80353 16-wk/Aug 28 6:30pm-9:40pm T [LE-JAO CAMPUS RM 115](#)

-CRN 80044 is a 16-week hybrid class with weekly onsite class meetings and an online component.

80044 16-wk/Aug 30 9:30am-10:40am Th plus LE-JAO CAMPUS RM 213  
2 hrs/wk arr. ONLINE

80647 16-wk/Aug 30 6:30pm-9:40pm Th GARDEN GROVE CAMPUS RM 251

80045 16-wk/Aug 31 9am-12:10pm F LE-JAO CAMPUS RM 200

-CRN 80251 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

-CRN 80251 is reserved for students enrolling through the Online Education Initiative (OEI) course exchange.

80251 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

-CRN 80648 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80648 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

### **ENGL C102—CRITICAL REASONING, READING, AND WRITING**

**3.0 units**

This course offers instruction in argumentation, logical reasoning, critical analysis of non-fiction texts from different disciplines and perspectives, research strategies, information literacy, and documentation. Students write a minimum of 6,000 words of structured, academic prose. **PREREQUISITE:** ENGL C100. Letter Grade only. Transfer Credit: CSU; UC. C-ID: ENGL 105.

-CRN 80151 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80151 8-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 80158 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80158 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80238 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80238 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80465 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80465 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80790 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80790 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80253 is a 16-week hybrid class with weekly onsite class meetings and an online component.

80253 16-wk/Aug 29 1pm-2:10pm W plus NEWPORT BEACH CAMPUS RM 322  
2 hrs/wk arr. ONLINE

-CRN 80070 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80070 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

-CRN 80820 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80820 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

**ENGL C103—BUSINESS ENGLISH****3.0 units**

Focuses on real-world English skills that contribute to good workplace communication. It includes English principles you already know, those you learned in the past and forgot, and those you wish you had learned. Students study grammar, English usage, punctuation, spelling, vocabulary, and dictionary use from the businessperson's viewpoint. Emphasis is placed on finding and correcting types of errors people make while speaking and writing. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80062 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80062 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80219 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80219 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80684 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80684 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80823 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80823 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80824 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80824 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80934 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80934 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

**ENGL C133—INTRODUCTION TO CREATIVE WRITING****3.0 units**

This course presents the craft of creative writing through the study and analysis of the works of established and peer writers. Students will practice writing in various genres and will be introduced to the workshop method. **PREREQUISITE:** ENGL C100 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU. C-ID: ENGL 200.

-CRN 80935 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80935 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**ENGL C135—BUSINESS WRITING****3.0 units**

This course addresses techniques, strategies, and forms of business communication, including use of precise professional, and persuasive language to achieve business goals and communicate effectively in the workplace. Using a variety of media and technologies, students will learn how to produce effective memos, letters, and reports; prepare successful resumes and employment documents; and make effective oral presentations. **PREREQUISITE:** ENGL C099 with a passing grade, ENGL C103 with a grade of C or better, or qualifying score on the English Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80209 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80209 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80241 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80241 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80339 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80339 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80374 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80374 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80466 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80466 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80650 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80650 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80651 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80651 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80936 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80936 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80937 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80937 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

**ENGL C136—BUSINESS COMMUNICATION****3.0 units**

This course addresses techniques, strategies, and forms of business communication, including use of precise, professional, and persuasive language to achieve business goals and communicate effectively at work. Using a variety of media, technologies, and research tools, students will learn how to write effective memos, letters, reports, and proposals; present effective oral and multimedia presentations; and prepare successful resumes and employment documents. **PREREQUISITE:** ENGL C100 with a grade of C or better. **ADVISORY:** ENGL C103. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80933 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80933 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**ENGL C140—APPRECIATION OF LITERATURE****3.0 units**

Formerly ENGL C112. The primary purpose of this survey-level course is to acquaint the student with a variety of literary, poetic, dramatic, and rhetorical devices so that the student can interact with literature in a meaningful way.

PREREQUISITE: ENGL C100 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

C-ID: ENGL 120.

-CRN 80301 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80301 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ENGL C143—CHILDREN'S LITERATURE****3.0 units**

This course provides a survey of classic and contemporary children's literature. The course will provide an overview of the literary content and social values found in selected works of children's literature. PREREQUISITE: ENGL C100 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: ENGL 180.

-CRN 80190 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80190 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ENGL C145—AMERICAN LITERATURE: THE SHORT STORY****3.0 units**

This course is an introduction to the American short story, emphasizing major American writers from the nineteenth and twentieth centuries and from various cultures in modern/contemporary America. Included is a view of historical period and mindset, and the study of character, plot, theme, point of view, setting, tone, style, and other literary devices as they function within the context of the particular story. ADVISORY: ENGL C100. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81166 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81166 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ENGL C150—AMERICAN LITERATURE THROUGH THE CIVIL WAR****3.0 units**

This course is designed to expose students to the legends, poetry, short stories, and essays of early American writers beginning with Native Americans, through Colonialism to the Civil War. Students will examine the philosophical, cultural, religious, and historic elements related to these texts. Attention will be paid to literary devices and styles evident in individual works and the commentary made by these works on moral and social issues. Writers include Mary Rowlandson, Benjamin Franklin, Phillis Wheatley, William Apess, Frederick Douglass, Harriet Beecher Stowe, Edgar Allen Poe, Louisa May Alcott, Washington Irving, Henry David Thoreau, Nathaniel Hawthorne, Herman Melville, and many others. PREREQUISITE: ENGL C100 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID ENGL 130.

-CRN 80192 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80192 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**ENGL C270—BRITISH LITERATURE TO 1800****3.0 units**

Formerly ENGL C290. Analysis and interpretation of British Literature from the Middle Ages through the Restoration period in the eighteenth century. The course includes the literary characteristics of the major forms during this time period. Writers from this period may include Chaucer, Mallory, Elizabeth I, William Shakespeare, John Donne, Andrew Marvell, John Milton, Jonathan Swift, Samuel Johnson, and others. PREREQUISITE: ENGL C100 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: ENGL 160.

-CRN 80288 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80288 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

## ESL • (714) 431-3601

### ESL C019—LISTENING AND SPEAKING SKILLS 2B

**4.0 units**

This is a listening comprehension, oral communication, and accent reduction course for low-intermediate students. Emphasis on preparation for classroom situations. PREREQUISITE: ESL C012, C016, C020, C028, C047, C048, C058, or ACT Compass assessment: Grammar 55, Reading 57, and Listening 40 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80661 16-wk/Aug 27 12:30pm-2:35pm MW LE-JAO CAMPUS RM 212

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80671 16-wk/Aug 27 6:30pm-8:35pm MW LE-JAO CAMPUS RM 210

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80662 16-wk/Aug 28 12:30pm-2:35pm TTh LE-JAO CAMPUS RM 212

### ESL C031—GRAMMAR, READING, AND WRITING 2B

**8.0 units**

This is an intensive, integrated grammar and reading course for low-intermediate students who are non-native speakers of English. This course provides practice in reading and analyzing short text selections and writing paragraphs that include a topic sentence and supporting details. PREREQUISITE: ESL C016, C020, C023, C050, C053 with a grade of C or better; or ACT Compass assessment Reading: 57 or higher, Grammar: 55 or higher, and Listening: 40 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80545 16-wk/Aug 27 8am-12:15pm MW LE-JAO CAMPUS RM 212

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80544 16-wk/Aug 28 8am-12:15pm TTh LE-JAO CAMPUS RM 212

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80547 16-wk/Aug 28 5:30pm-9:45pm TTh LE-JAO CAMPUS RM 212

### ESL C035—GRAMMAR, READING, AND WRITING 3A

**8.0 units**

This is an intensive, integrated grammar, reading, and writing course for intermediate students who are non-native speakers of English. This course provides an introduction to literal and critical reading and responding to unsimplified texts and practice in writing unified paragraphs with a topic sentence and supporting details with an emphasis on accuracy in grammar and mechanics. PREREQUISITE: ESL C021, C025, C031, C051, C055 with a grade of C or better; or ACT Compass assessment Reading: 62 or higher, Grammar: 65 or higher, and Listening: 47 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80548 16-wk/Aug 27 8am-12:15pm MW LE-JAO CAMPUS RM 210

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80549 16-wk/Aug 28 8am-12:15pm TTh LE-JAO CAMPUS RM 211

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80550 16-wk/Aug 28 5:30pm-9:45pm TTh LE-JAO CAMPUS RM 205

### ESL C039—GRAMMAR, READING, AND WRITING 3B

**8.0 units**

This is an intensive, integrated grammar, reading, and writing course for high-intermediate students who are non-native speakers of English. This course provides practice in literal and critical reading and responding to unsimplified texts. Emphasis on writing focused, grammatically-correct paragraphs with an effective topic sentence and supporting details. PREREQUISITE: ESL C030, C033, C035, C060, with a grade of C or better; or ACT Compass assessment Reading: 71 or higher, Grammar: 71 or higher, and Listening: 59 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80551 16-wk/Aug 27 8am-12:15pm MW LE-JAO CAMPUS RM 204

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80552 16-wk/Aug 28 8am-12:15pm TTh LE-JAO CAMPUS RM 207

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80553 16-wk/Aug 28 5:30pm-9:45pm TTh LE-JAO CAMPUS RM 207

**ESL C049—LISTENING AND SPEAKING SKILLS 3A****4.0 units**

This is a listening comprehension, oral communication, and accent reduction course for intermediate students. Emphasis on basic note-taking skills. PREREQUISITE: ESL C019, C021, C025, C028, C031, C038, C047, C051, C055, C058 with a grade of C or better; or ACT Compass assessment: Grammar 65, Reading 62, and Listening 47 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80663 16-wk/Aug 27 12:30pm-2:35pm MW LE-JAO CAMPUS RM 207

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80672 16-wk/Aug 27 6:30pm-8:35pm MW LE-JAO CAMPUS RM 205

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80664 16-wk/Aug 28 12:30pm-2:35pm TTh LE-JAO CAMPUS RM 205

**ESL C052—LISTENING AND SPEAKING SKILLS 3B****4.0 units**

This is a listening comprehension, oral communication, and accent reduction course for high-intermediate students. Emphasis on effective note taking and participation in class discussion. PREREQUISITE: ESL C030, C033, C035, C038, C049, C060, C063, C068, C138, C158 with a grade of C or better; or ACT Compass assessment: Grammar 71, Reading 71, and Listening 59 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80665 16-wk/Aug 27 12:30pm-2:35pm MW LE-JAO CAMPUS RM 210

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80673 16-wk/Aug 27 6:30pm-8:35pm MW LE-JAO CAMPUS RM 212

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80771 16-wk/Aug 28 12:30pm-2:35pm TTh LE-JAO CAMPUS RM 210

**ESL C054—GRAMMAR, READING, AND WRITING 4A****8.0 units**

The current ESL program includes separate Reading/Writing and Grammar courses. This course combines these subjects in an integrated curriculum designed to increase efficiency and accelerate students' progress in gaining English proficiency. The low-advanced level Reading, Writing, and Grammar course is the sixth in the series of six core ESL courses. PREREQUISITE: ESL C037, C130, C133, C150, C153 with a grade of C or better; or ACT Compass assessment Reading: 80 or higher, Grammar: 78 or higher, and Listening: 70 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80554 16-wk/Aug 28 8am-12:15pm TTh LE-JAO CAMPUS RM 210

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80668 16-wk/Aug 28 5:30pm-9:45pm TTh LE-JAO CAMPUS RM 211

**ESL C056—LISTENING AND SPEAKING SKILLS 4****4.0 units**

This is a listening comprehension, oral communication, and accent reduction course for advanced second language students. Emphasis on effective note taking from lectures on academic topics. PREREQUISITE: ESL C039, C052, C130, C133, C138, C150, C153, C158, C167 with a grade of C or better; or ACT Compass assessment: Grammar 78, Reading 80, and Listening 70 or higher. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80666 16-wk/Aug 28 12:30pm-2:35pm TTh LE-JAO CAMPUS RM 207

**ESL C412—ESL SENTENCE STRUCTURE 1****0.0 unit**

An intensive beginning English grammar course for non-native English speakers. A survey of simple sentence structures in American English. Emphasis on developing proficiency and fluency in constructing grammatically correct English sentences. ADVISORY: Placement by ESL Assessment process. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80048 16-wk/Aug 27 8am-10:05am MTWTh LE-JAO CAMPUS RM 115

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81130 16-wk/Aug 27 8am-12:20pm MW LE-JAO CAMPUS RM 214

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80039 16-wk/Aug 28 5:30pm-9:50pm TTh LE-JAO CAMPUS RM 204

**ESL C414—ESL: READING AND WRITING 1****0.0 unit**

A beginning-level course in English reading and writing for non-native English speakers. Emphasis on developing vocabulary and communication skills necessary for reading and comprehending simple, short paragraphs and writing simple sentences. ADVISORY: Placement by ESL Assessment process. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80198 16-wk/Aug 27 10:15am-12:20pm MTWTh LE-JAO CAMPUS RM 115

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80030 16-wk/Aug 30 2:45pm-4:55pm Th LE-JAO CAMPUS RM 207

**ESL C416—ESL: LISTENING AND CONVERSATION 1****0.0 unit**

An intensive beginning-level course in English listening comprehension and oral communication for non-native English speakers. Emphasis on skills necessary to comprehend spoken English and to speak English fluently and accurately.

ADVISORY: Placement by ESL assessment process through in-class reading, writing, and/or listening tests. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81222 16-wk/Aug 27 12:30pm-2:35pm MW LE-JAO CAMPUS RM 205

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80049 16-wk/Aug 27 12:35pm-2:40pm MTWTh LE-JAO CAMPUS RM 115

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80036 16-wk/Aug 27 6:30pm-8:40pm MW LE-JAO CAMPUS RM 115

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81125 16-wk/Aug 27 6:30pm-8:35pm MW LE-JAO CAMPUS RM 207

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81041 16-wk/Aug 29 2:50pm-4:55pm W LE-JAO CAMPUS RM 212

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81126 16-wk/Aug 29 2:50pm-4:55pm W LE-JAO CAMPUS RM 207

**ESL C432—READING, WRITING, AND GRAMMAR 1B****0.0 unit**

This is an intensive reading, writing, and grammar course for beginning-level non-native English speakers who are preparing for general college coursework. This course provides an introduction to reading and interpreting short reading passages on familiar topics and writing sentences in the simple and progressive present and past tenses. Students will become familiar with grammatical terms in preparation for higher-level academic courses. ADVISORY: ACCUPLACER ESL: Composite Score (Reading Skills + Language Use + Sentence Meaning): 154—179 or Multiple Measures Assessment including in-class paragraph writing. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81221 16-wk/Aug 27 8am-12:25pm MW LE-JAO CAMPUS RM 205

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80840 16-wk/Aug 28 8am-12:20pm TTh LE-JAO CAMPUS RM 214

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80839 16-wk/Aug 28 5:30pm-9:50pm TTh LE-JAO CAMPUS RM 202

**ESL C436—SPEAKING AND LISTENING 1B****0.0 unit**

This is an oral communication, pronunciation, and listening comprehension course for beginning-level non-native English speakers. Emphasis on mastering accurate pronunciation and building listening skills to facilitate accurate comprehension of spoken English. ADVISORY: ACCUPLACER ESL: Composite Score (Reading Skills + Language Use + Sentence Meaning): 154—179 or Multiple Measure Assessment including an oral interview. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81223 16-wk/Aug 27 12:20pm-2:25pm MW LE-JAO CAMPUS RM 204

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80843 16-wk/Aug 27 6:30pm-8:35pm MW LE-JAO CAMPUS RM 214

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80842 16-wk/Aug 28 12:30pm-2:35pm TTh LE-JAO CAMPUS RM 214

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81102 16-wk/Aug 31 8am-12:35pm F LE-JAO CAMPUS RM 207

**ESL C442—READING, WRITING, AND GRAMMAR 2A****0.0 unit**

This is an intensive reading, writing, and grammar course for high-beginning level non-native English speakers who are preparing for college coursework. This course provides practice in reading and interpreting short reading passages, writing sentences in the simple, progressive, and perfect past and present tenses, and writing short paragraphs. ADVISORY: ACCUPLACER ESL: Composite score (Reading Skills, Language Use, and Sentence Meaning): 180—209 or Multiple Measures including oral interview. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80836 16-wk/Aug 27 8am-12:20pm MW LE-JAO CAMPUS RM 211

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80835 16-wk/Aug 28 8am-12:20pm TTh LE-JAO CAMPUS RM 205

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80838 16-wk/Aug 28 5:30pm-9:50pm TTh LE-JAO CAMPUS RM 210

**ESL C446—SPEAKING AND LISTENING 2A****0.0 unit**

This is an oral communication, accent reduction, and listening comprehension course for high-beginning level non-native English speakers who are preparing for general college coursework. Emphasis on accurate pronunciation and communication and listening skills necessary for classroom situations. ADVISORY: Placement by ESL assessment process. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80846 16-wk/Aug 27 12:35pm-2:45pm MW LE-JAO CAMPUS RM 211

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80847 16-wk/Aug 27 6:30pm-8:35pm MW LE-JAO CAMPUS RM 211

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80844 16-wk/Aug 28 12:35pm-2:40pm TTh LE-JAO CAMPUS RM 211

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
80841 16-wk/Aug 29 8am-12:15pm W LE-JAO CAMPUS RM 207

-Students interested in enrolling in ESL courses are advised to contact the ESL office at the Le-Jao Center, (714) 431-3601.  
81042 16-wk/Aug 31 8am-12:50pm F LE-JAO CAMPUS RM 210

**FOODS & NUTRITION • (714) 241-6213****FN C170—NUTRITION****3.0 units**

Scientific concepts of nutrition relating to the functioning of nutrients in the basic processes of life. Individual needs, food sources of nutrients, current nutrition issues, scientific principles to analyze and evaluate nutritional information, and diet analysis will be emphasized. Graded or Pass/No Pass option. Transfer Credit:

-CRN 80188 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80188 8-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 80156 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80156 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

-CRN 80794 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80794 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80789 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80789 8-wk/Sep 24 6 hrs and 30 min/wk arr. ONLINE

-CRN 80560 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80560 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

**FN C225—NUTRITION AND AGING****3.0 units**

Formerly FN C175. Fundamentals of foods and nutrition and food topics related to the health and well-being of older adults. ADVISORY: FN C170 or SOC C120. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81052 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81052 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 81127 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81127 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

**FRENCH • (714) 241-6184****FREN C180—ELEMENTARY FRENCH 1****5.0 units**

Introduction to French language, culture and thought, with emphasis upon listening, comprehension, speaking, reading and basic writing skills; develop control of fundamental sounds, forms and structures of French; become acquainted with the cultural and linguistic backgrounds of Francophone countries. ADVISORY: Students who have completed two years of high school French with a grade of 'C' or better should enroll in FREN C185. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80220 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80220 16-wk/Aug 27 5 hrs and 20 min/wk arr. [ONLINE](#)

**FREN C185—ELEMENTARY FRENCH 2****5.0 units**

Continuation of FREN C180, emphasizing increased facility in speaking, listening, reading, writing, and understanding the French language and its various dialects in a variety of contexts. PREREQUISITE: FREN C180, C180B, or completion of two years of high school French with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80807 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80807 16-wk/Aug 27 5 hrs and 20 min/wk arr. [ONLINE](#)

**GEOGRAPHY • (714) 241-6213****GEOG C100—WORLD REGIONAL GEOGRAPHY****3.0 units**

This course covers the physical and cultural features of various regions of the world. It examines the relationship between the physical environment and the cultural, political, and economic development of human societies; the reciprocal impact of human societies upon the environment; and current and potential world problems relating to geographic issues. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: GEOG 125.

-CRN 80356 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80356 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 81011 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81011 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

**GEOG C150—CALIFORNIA GEOGRAPHY****3.0 units**

A study of California's diverse natural, cultural, economic, and human systems. Specific emphasis on geological processes, climate, biogeography, hydrology, migration, and landscapes. Current environmental, social, and economic concerns relating to California geographic concepts are explored. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81051 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81051 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

### **GEOG C180—PHYSICAL GEOGRAPHY**

**3.0 units**

This course examines the physical elements of geography with particular attention to the earth as a planet. Students will study the interactions between the atmosphere, biosphere, hydrosphere, and lithosphere, how these interactions create particular environments, and the impact of human actions upon earth's environments. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80442 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80442 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 81137 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81137 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

### **GEOG C185—CULTURAL GEOGRAPHY**

**3.0 units**

This course surveys the broad landscape of global cultures in terms of their spatial distributions and interactions. It focuses on how culture shapes physical spaces, how humans perceive these spaces, and how culture and place define people's lives and identity. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80629 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80629 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

## **GEOLOGY • (714) 241-6213**

### **GEOL C105—GENERAL GEOLOGY**

**3.0 units**

Formerly GEOL C100. A study of the composition and structure of the earth and the internal and external processes that modify the crust and the surface. Rock and mineral formation, geologic hazards, resource discovery, and uses will be covered. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor). C-ID: GEOL 100.

-CRN 80291 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80291 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80292 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80292 16-wk/Aug 27 3 hrs and 10 min/wk arr. [TV](#)

-CRN 80653 is a 16-week hybrid class with onsite class meetings and an online component.

80653 16-wk/Aug 29 6pm-7:10pm W plus  
2 hrs/wk arr. [NEWPORT BEACH CAMPUS RM 331](#)  
[ONLINE](#)

-CRN 80293 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80293 8-wk/Sep 24 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80954 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80954 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

### **GEOL C105L—GEOLOGY LAB**

**1.0 unit**

Formerly GEOL C141. Laboratory study of basic physical geology. Emphasizes skills needed for identification of minerals and rocks; interpretation of land surface features based on topographic maps; and the understanding of folding, faulting, and rock relationships through interpretation of geologic maps. **PREREQUISITE:** GEOL C105 with a grade of C or better or concurrent enrollment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor). C-ID: GEOL 100L.

-CRN 80452 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80452 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80527 is a 16-week hybrid class with onsite class meetings and an online component.

80527 16-wk/Aug 29 7:15pm-8:20pm W plus  
2 hrs/wk arr.

NEWPORT BEACH CAMPUS RM 331  
ONLINE

-CRN 80335 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80335 8-wk/Sep 24 6 hrs and 30 min/wk arr.

ONLINE

-CRN 80572 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80572 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

### **GEOL C121—ENVIRONMENTAL GEOLOGY**

**3.0 units**

The study of human interactions with the earth's geologic systems, environment, hazards and resources. It will focus on studies of environmental problems associated with soils, water resources and pollution, energy and mineral utilization, coastal erosion, natural geologic hazards, and global atmospheric changes. Principles of sound management of the geologic environment will be emphasized. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81053 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81053 12-wk/Sep 24 4 hrs and 15 min/wk arr.

ONLINE

### **GEOL C185—HISTORICAL GEOLOGY**

**3.0 units**

An introduction to Earth's history and the life it supports. Subjects include geologic dating, plate tectonics, stratigraphy, fossils, biological evolution, the planet's origin and the processes that have influenced paleogeography during the past 4.6 billion years. ADVISORY: GEOL C105. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: GEOL 110.

-CRN 80453 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80453 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

### **GEOL C185L—HISTORICAL GEOLOGY LAB**

**1.0 unit**

The laboratory component to an introduction to Earth's history and the life it supports. Subjects include geologic dating, plate tectonics, stratigraphy, fossils, biological evolution, the planet's origin, and the processes that have influenced paleogeography during the past 4.6 billion years. PREREQUISITE: GEOL C185 with a grade of C or better or taken concurrently.

ADVISORY: GEOL C105. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80528 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80528 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

## **GERONTOLOGY • (714) 241-6213**

### **GERO C220—PROFESSIONAL ISSUES IN GERONTOLOGY**

**3.0 units**

Formerly: GERO C120. Multidisciplinary course addresses current issues relevant to the older adult population and those working with this population. Biological, psychological, and sociological issues that affect the aged such as health, housing, legislation, education, safety, employment, and grief are covered. Professional issues such as ethics, job burnout, and dealing with loss are also discussed. Emphasis is placed on meeting these needs in the local area with an investigation of community resources. ADVISORY: SOC C120. Graded or Pass/No Pass. Transfer Status: CSU.

-CRN 81096 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81096 8-wk/Aug 27 6 hrs and 30 min/wk arr.

ONLINE

**GERO C240—AGING IN MULTICULTURAL SOCIETY****3.0 units**

Formerly GERO C140. A multicultural course that addresses how one's ethnic background impacts health care attitudes, the delivery of social services, caregiving expectations, and attitudes towards death and dying. Students completing this course will learn the importance of establishing culturally competent health care and social programs for ethnically diverse aging populations. ADVISORY: SOC C120. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81142 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81142 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**HEALTH • (714) 241-6209****HLTH C100—PERSONAL HEALTH****3.0 units**

Examines personal, community, and global health issues and problems. Provides basic information for healthful living, stressing positive health behavior, models of behavior change, and personal responsibility. Areas of emphasis include life cycle changes, emotional and sexual adjustment, disease prevention and control, personal fitness, nutrition, stress, substance use and abuse, environmental and consumer health. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80054 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80054 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80128 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80128 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 80492 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80492 8-wk/Aug 28 1pm-3:20pm T plus  
4 hrs and 5 min/wk arr. **NEWPORT BEACH CAMPUS RM 229  
ONLINE**

-CRN 80055 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80055 8-wk/Sep 24 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80561 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80561 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**HLTH C120 - INTRODUCTION TO WELLNESS COACHING****3.0 units**

Skills and strategies for promoting the total well-being of the person, including behavior change strategies, physical fitness, nutritional awareness, coping with stress, and taking responsibility for one's health. Decisions affecting individual and social health will be emphasized. ADVISORY: HLTH C100. Graded or Pass/No Pass option. Transfer Credit: CSU.

81245 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**HLTH C121—INTRODUCTION TO HEALTH CARE MANAGEMENT****3.0 units**

This course introduces students to the subject of Health Care Management and prepares them to start their career in that field. It covers all aspects of management such as communication, coordination, leadership, planning, and decision making. In addition, it also covers organization design, staffing, and budgeting within the context of health care management and administration. Letter grade only. Transfer Credit: CSU.

-CRN 81143 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81143 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

**HLTH C223—HEALTHY AGING****3.0 units**

Formerly HLTH C175. Physical and emotional aspects of healthful living in the later years. Emphasis on the health changes that occur during the aging process, ways of coping with these changes, and preventative measures to maximize good health. ADVISORY: HLTH C100 OR SOC C120. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81144 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81144 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81054 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81054 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**HISTORY • (714) 241-6213****HIST C122—CHICANO HISTORY****3.0 units**

This introductory course explores the role played by peoples of Mexican heritage in the development of the United States with a particular focus upon the Southwest. This class will evaluate the significance of Mexican/Latino culture, the status of Chicanos as a minority group within the U.S. society, and the struggles for civil rights. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81154 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81154 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**HIST C135—HISTORY OF BRITAIN AND IRELAND 2****3.0 units**

This course surveys the history of the British Isles from the 17th century to the present. Content spans the major political, economic, social, cultural, and intellectual forces that have shaped the United Kingdom and Ireland. Historical emphasis is placed on constitutional development, the impact of the industrial revolution, and the origins and consequences of British imperialism, Irish nationalism, the world wars, the Cold War, decolonization, the growth of the European community, and contemporary British and Irish culture. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80445 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80445 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**HIST C161—WORLD HISTORY 1****3.0 units**

Formerly HIST C160. A survey of the economic, political, social and cultural evolution of civilizations in Asia, the Near East, Europe Africa, and the Americas from antiquity to 1500 C.E. This course covers the origin and early development of human civilizations in each region as well as unique cultural traditions and the beginnings of interactions between the different societies. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: HIST 150.

-CRN 80265 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80265 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**HIST C162—WORLD HISTORY 2****3.0 units**

Formerly HIST C165. This course traces the economic, political, social, and cultural evolution of civilizations in Asia, the Near East, Europe, Africa, and the Americas from 1500 to the present. It covers the varied impact of industrialization and the creation of a global economy, the evolution and interaction of disparate political systems, and the development of diverse cultural, social, and ideological trends. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: HIST160.

-CRN 80413 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80413 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**HIST C170—UNITED STATES HISTORY TO 1876****3.0 units**

A comprehensive examination of the history of the United States from the beginnings of exploration to the end of reconstruction after the Civil War. It covers the political, economic, diplomatic, social, and cultural aspects of American life during this time span. This course fulfills the UC and CSU requirements for the BA degree and is transferable to all state institutions of higher learning. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: HIST 130.

-CRN 80443 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80443 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80129 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80129 16-wk/Aug 27 3 hrs and 10 min/wk arr. [TV](#)

-CRN 80316 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80316 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

80320 16-wk/Aug 27 6pm-9:10pm M [NEWPORT BEACH CAMPUS RM 324](#)

80940 16-wk/Aug 29 1pm-4:10pm W [LE-JAO CAMPUS RM 200](#)

-CRN 80601 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80601 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 81107 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81107 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

**HIST C175—UNITED STATES HISTORY SINCE 1876****3.0 units**

Comprehensive examination of history of the United States from Reconstruction to the present time. Covers the political, economic, diplomatic, social and cultural aspects of American life. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: HIST 140.

-CRN 81013 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81013 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80393 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80393 16-wk/Aug 27 3 hrs and 10 min/wk arr. [TV](#)

-CRN 80775 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80775 16-wk/Aug 27 3 hrs and 10 min/wk arr. [ONLINE](#)

81014 16-wk/Aug 28 6pm-9:10pm T [NEWPORT BEACH CAMPUS RM 322](#)

-CRN 80407 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80407 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 81133 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81133 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

**HIST C180—WESTERN CIVILIZATION 1****3.0 units**

A study of the development of present day western culture from the earliest beginnings to 1550 with emphasis on the impact of philosophical, social, and economic factors on Western civilization. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: HIST 170.

-CRN 81155 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81155 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80130 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80130 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

**HIST C185—WESTERN CIVILIZATION 2****3.0 units**

A survey of the development of present day Western society from 1550 to the present. Course will emphasize the cultural, and socio-economic changes wrought by the Reformation, the Enlightenment, the Scientific Revolution, industrialization, and imperialism. It will also trace the political evolution of the West by examining a variety of political trends, including liberalism, nationalism, socialism, communism, and fascism. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80444 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80444 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**HUMAN SERVICES • (714) 241-6213****HSVC C100—INTRODUCTION TO HUMAN SERVICES****3.0 units**

A comprehensive survey of the development and scope of the human services field. With a global sensitivity, covers the history of human services, current theories and models of helping, ethics, administration, and careers in human services. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80133 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80133 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**HSVC C101—HELPING THEORIES AND INTERVENTION STRATEGIES****3.0 units**

An overview of the major helping theories and strategies in the counseling process. Emphasis will be placed on enabling students to develop theoretical foundations and apply appropriate intervention strategies. Topics covered include dealing with a crisis and disaster, clarifying personal values, solving common problems encountered as a helper, and case management. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80092 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80092 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 81120 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81120 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**HSVC C102—INTRODUCTION TO CRISIS INTERVENTION****3.0 units**

The course examines crisis theory, types of crises, crisis intervention strategies, and referral procedures. Topics will include: ethical and cultural issues, death and dying, substance abuse, suicide, victimization, AIDS and HIV, and post-traumatic stress disorder. Students will become familiar with the assumptions of crisis theory and how it shapes the interventions. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80059 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80059 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**HSVC C273—PRACTICUM/FIELD PLACEMENT****3.0 units**

Through community agencies, students will learn the work of human services delivery through supervised participation. The course will emphasize student self-awareness and self-esteem, interviewing and communication skills, the relationship of theory and practice, and agency and client systems. **PREREQUISITE:** HSVC C100 and C101 with a grade of C or better. **COREQUISITE:** 60 hours of employment or volunteer work in a human services agency. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81156 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81156 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**HUMANITIES • (714) 241-6184****HUM C100—INTRODUCTION TO THE HUMANITIES****3.0 units**

A survey of Western Civilization from its roots in prehistory to its current influence throughout the world, this course considers the religious, intellectual, socio-political, philosophical, and cultural values that have influenced the arts of the West. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80564 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80564 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**HUM C110—HUMANITIES THROUGH THE ARTS****3.0 units**

This course surveys Western civilization's cultural achievements in music, literature, drama, film, painting, sculpture, and architecture. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80131 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80131 16-wk/Aug 27 3 hrs and 10 min/wk arr.

TV

-CRN 80979 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80979 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**HUM C135—HISTORY AND APPRECIATION OF THE CINEMA****3.0 units**

Formerly HUM C130. This course explores the world of cinema. Content includes film theory, appreciation and criticism, narrative devices and techniques, the movie-making industry, and film's influence on culture. Among other genres, the rom-com, musical, gangster, western, action, epic, foreign, independent, animated, and documentary will be critiqued. Students also learn the terminology of cinematography. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80305 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80305 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**JAPANESE • (714) 241-6184****JAPN C180—ELEMENTARY JAPANESE 1****5.0 units**

This course is designed to develop the student's fundamental ability to both comprehend and converse in daily spoken Japanese. Early reading and writing skills are introduced as well as Japanese customs and culture. **ADVISORY:** Students who have completed two years of high school Japanese with a grade 'C' or better should enroll in JAPN C185. Graded or Pass/No Pass option. Transfer Credit: CSU, UC credit limitations (see counselor).

-CRN 80922 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80922 16-wk/Aug 27 5 hrs and 20 min/wk arr.

ONLINE

**JAPN C185—ELEMENTARY JAPANESE 2****5.0 units**

Continuation of JAPN C180 or C180B. Designed to further the ability to comprehend and converse in daily spoken Japanese at the second semester level. Expands reading writing skills. **PREREQUISITE:** JAPN C180 or C180B with a grade of C or better or equivalent competency. Graded or Pass/No Pass option. Transfer Credit: CSU, UC credit limitations (see counselor). -CRN 81212 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81212 16-wk/Aug 27 5 hrs and 20 min/wk arr.

ONLINE

**KINESIOLOGY • (714) 241-6213****KIN C100—INTRODUCTION TO KINESIOLOGY****3.0 units**

An introduction to the study of human movement, including its role in daily life, its place in higher education, and professional career opportunities in areas related to sport, movement, exercise, and fitness. Students will examine the multiple ways of knowing and studying human movement with a focus on the sub disciplines within Kinesiology. Graded or Pass/No Pass option. Transfer Credit: CSU. C-ID: KIN 100.

-CRN 80446 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80446 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**KIN C101 - PERSONAL FITNESS AND WELLNESS****1.0 unit**

Formerly PE C101. Individualized program of exercise, fitness, stress control, and body weight control to improve muscle strength, endurance, flexibility, and overall physical fitness to achieve and maintain a healthy lifestyle. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

81239 8-wk/Aug 27 2 hrs and 5 min/wk arr.

ONLINE

81241 8-wk/Oct 22 2 hrs and 5 min/wk arr.

ONLINE

**KIN C190 - PHYSIOLOGY OF EXERCISE****3.0 units**

Formerly PE C190. This course will provide a basic knowledge of the physiology of physical fitness and athletic training for fitness professionals and fitness enthusiasts interested in a more in-depth understanding of the body's responses to exercise conditioning. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

81237 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**KIN C201 - FITNESS FOR LIFE****3.0 units**

Formerly PE C201. Application of principles of human anatomy, physiology, nutrition, and behavior change to the development of exercise programs for health and fitness. Graded or Pass/No Pass option. Transfer Credit: CSU.

81238 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

**KIN C289 - EXERCISE ASSESSMENT AND PROGRAM IMPLEMENTATION****3.0 units**

Formerly PE C189, C289. Prepares students to use a variety of screening methods to analyze the fitness level and risk factors of implementing an individual exercise program. The course will include the application of health behavior modification theories, strategies for determining individual expectations, and appropriate fitness goals to optimize adherence to an exercise plan. Students will be able to design and implement exercise programs for specific client needs (e.g., specific sports, performance, lifestyle, functional, balance, agility, aerobic, and anaerobic) as well as for some special populations. **ADVISORY:** PE C190 and BIOL C102. Graded or Pass/No Pass option. Transfer Credit: CSU.

81240 8-wk/Sep 24 6 hrs and 30 min/wk arr.

ONLINE

## MANAGEMENT & SUPERVISION • (714) 241-6209

### MS C100—BUSINESS ORGANIZATION AND MANAGEMENT

3.0 units

Business Organization and Management is a course designed to provide a comprehensive review of the role of management in the current business environment. Students will be introduced to the terminology, theories, and principles that make up the core of business management. The 21st Century workplace is undergoing dramatic changes. Organizations are reinventing themselves for speed, efficiency, and flexibility and creating a strategic advantage with customer-focused leadership. Teams are becoming the basic organizational building block with the increased emphasis on employee participation and empowerment. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80216 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80216 16-wk/Aug 27 3 hrs and 10 min/wk arr.

TV

81197 8-wk/Aug 30 6pm-9:05pm Th plus

GARDEN GROVE CAMPUS RM 250

3 hrs and 15 min/wk arr.

ONLINE

-CRN 80134 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80134 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

### MS C101—MANAGEMENT AND EMPLOYEE COMMUNICATION

3.0 units

This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports. This course is designed for students who already have college-level writing skills. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80222 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80222 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

### MS C102—HUMAN RELATIONS IN BUSINESS

3.0 units

The course explores the influence of individual differences, interpersonal dynamics, and culture on human relations. Its focus is on learning to apply the principles of social science as a business management skill and to improve working relationships and the ability to deal with a variety of people and situations. Students will learn how to utilize problem solving, critical thinking, and human relations skills to become effective supervisors and managers in today's business environment. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80014 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80014 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

### MS C104—HUMAN RESOURCE MANAGEMENT

3.0 units

This course provides an introduction to the human resources function and related elements and activities while focusing on the crucial role of effective human resource management in achieving organizational success. It emphasizes the ways human resource management can provide a competitive edge and support corporate strategies. It examines the diversity of today's workforce and the economic, social, legislative, and attitudinal changes affecting human resources as well as key functions such as recruitment, equal opportunity, selection, development, appraisal, retention, compensation, and labor relations. Students will be exposed to the view of HRM from the perception of both management and subordinate employees. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80015 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80015 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**MS C144—INTRODUCTION TO LEADERSHIP****3.0 units**

Formerly LEAD C140. An introductory participative course designed for individuals wanting to improve their current leadership and management skills. Emphasis is on assessing leadership skills; analyzing management styles; evaluating interactions among leaders, followers, and situations, communicating within groups; reducing conflicts; setting goals; delegating tasks; utilizing parliamentary procedure; and conducting effective meetings. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80264 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80264 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**MS C171—PRINCIPLES OF LOGISTICS/SUPPLY CHAIN MANAGEMENT****3.0 units**

(Same as SM C101) This course encompasses purchasing, operations, logistics activities, and explains how these aspects of supply-chain activity are accomplished effectively and efficiently. The course follows a natural flow through the supply chain, demonstrating the practical applications of supply-chain management in the workplace. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80468 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80468 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**MS C284—WORK BASED LEARNING****4.0 units**

To enhance each Work Based Learning experience participant's opportunity for success in the fields of Management and Supervision by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Management and Supervision. **PREREQUISITE:** Be employed or volunteer in a field related to Management and Supervision for five hours per week per 1.0 unit of Work Based Learning. **COREQUISITE:** Be enrolled in a total of 7.0 units including Work Based Learning. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80196 For more information about Work Based Learning classes students may review the Work Based Learning Student Handbook. <http://www.coastline.edu/academics/work-based-learning>, then select Work Based Learning Handbook (pdf).

80196 16-wk/Aug 27 22 hrs and 15 min/wk arr.

GARDEN GROVE CAMPUS

## MARINE SCIENCE • (714) 241-6213

**MRSC C100—INTRODUCTION TO MARINE SCIENCE****3.0 units**

(Same as BIOL C103.) A general study of the marine environment. Examines the chemical, biological, and geological properties of the sea; the sea as a natural resource; and its geo-political and economic impact. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80135 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80135 16-wk/Aug 27 3 hrs and 10 min/wk arr.

TV

-CRN 81027 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81027 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**MRSC C100L—MARINE SCIENCES LAB****1.0 unit**

(Same as BIOL C103L.) An orientation to marine science research process, techniques, equipment, institutions, and training/education centers. Investigations of physical and chemical properties of the sea; conditions of the air/sea/land interface; review of biological taxonomy and classification; study of longitude, latitude, ocean basin geography, and geology. Evaluation of the sea as a physical, chemical, biological, and recreational resource. Analyses of human efforts to control pollution, manage fisheries, and monitor the ocean world. **COREQUISITE:** MRSC C100 or taken previously with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU, UC.

81028 16-wk/Aug 31 9am-12:10pm F

NEWPORT BEACH CAMPUS RM 215

## MASS COMMUNICATIONS • (714) 241-6184

### MCOM C100—INTRODUCTION TO MASS COMMUNICATIONS

3.0 units

Formerly COMM C100. A study and analysis of the major media—newspapers, magazines, radio, and television—covering how they function and affect society. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80332 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80332 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80333 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80333 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

## MATHEMATICS • (714) 241-6213

### MATH C005—BASIC MATHEMATICS

3.0 units

Fundamental operations of arithmetic including operations on whole numbers, fractions, decimals, percents, descriptive statistics, geometry applications, and consumer applications. ADVISORY: Take Math Placement Test. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80475 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80475 16-wk/Aug 27 3 hrs and 10 min/wk arr. CABLE

-CRN 80878 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80878 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

### MATH C008—PRE-ALGEBRA

3.0 units

Introduction to algebraic expression and linear equations with an emphasis on the arithmetic of integers, fractions, decimal numbers, and rules of exponents. Applications include ratios, percentages, and graphs. PREREQUISITE: MATH C005 or C007 with a passing grade or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80023 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80023 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80476 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80476 16-wk/Aug 27 3 hrs and 10 min/wk arr. CABLE

80290 16-wk/Aug 27 10:45am-12:10pm MW LE-JAO CAMPUS RM 215

-CRN 80704 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80704 12-wk/Sep 24 4 hrs and 15 min/wk arr. ONLINE

**MATH C010—ELEMENTARY ALGEBRA****4.0 units**

Numerical and algebraic operations, number systems, linear and quadratic equations/inequalities, polynomials, factors, roots, exponents, and applications. PREREQUISITE: MATH C008 or C044 with a passing grade or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option.

-CRN 80063 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80063 16-wk/Aug 27 4 hrs and 15 min/wk arr. [ONLINE](#)

-CRN 80136 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80136 16-wk/Aug 27 4 hrs and 15 min/wk arr. [CABLE](#)

**MATH C030—INTERMEDIATE ALGEBRA****4.0 units**

Review of elementary algebra, linear and quadratic equations, curve plotting, exponents, radicals, polynomials, systems of equations/inequalities, nonlinear equations, logarithmic and exponential functions, complex numbers, and applications.

PREREQUISITE: MATH C010 with a grade of C or better or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option.

-CRN 80110 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80110 16-wk/Aug 27 4 hrs and 15 min/wk arr. [ONLINE](#)

-CRN 80137 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80137 16-wk/Aug 27 4 hrs and 15 min/wk arr. [ONLINE](#)

-CRN 80174 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80174 16-wk/Aug 27 4 hrs and 15 min/wk arr. [CABLE](#)

-CRN 80367 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80367 16-wk/Aug 27 4 hrs and 15 min/wk arr. [ONLINE](#)

-CRN 80641 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80641 16-wk/Aug 27 4 hrs and 15 min/wk arr. [ONLINE](#)

80362 16-wk/Aug 27 8:30am-10:35am MW [LE-JAO CAMPUS RM 217](#)

-Enrollment in CRN 80483 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80483 16-wk/Aug 27 10:45am-12:50pm MW [GARDEN GROVE CAMPUS RM 206](#)

81064 16-wk/Aug 27 10:45am-12:50pm MW [GARDEN GROVE CAMPUS RM 206](#)

-Enrollment in CRN 81021 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

81021 16-wk/Aug 28 10:45am-12:50pm TTh [NEWPORT BEACH CAMPUS RM 320](#)

81062 16-wk/Aug 28 10:45am-12:50pm TTh [NEWPORT BEACH CAMPUS RM 320](#)

-CRN 80482 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80482 12-wk/Sep 24 6 hrs/wk arr. [ONLINE](#)

**MATH C044—COMBINED BASIC MATHEMATICS AND PRE-ALGEBRA****5.0 units**

This course prepares students with the basic math principles and foundation for Elementary Algebra (MATH C010). The course content is equivalent to that covered separately in Basic Arithmetic (MATH C005) and Pre-Algebra (MATH C008). The course develops number and operation sense with regard to whole numbers, integers, rational numbers, mixed numbers, and decimals. Also included are grouping symbols, order of operations, estimation and approximation, scientific notation, ratios, percents, proportions, geometric figures, and units of measurement with conversions. An introduction to algebraic topics, including simple linear equations, algebraic expressions and formulas, and practical applications of the material are also covered. All topics will be covered without the use of a calculating device. Pass/No Pass only. (NOT DEGREE APPLICABLE.)

-CRN 80636 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80636 16-wk/Aug 27 5 hrs and 35 min/wk arr. ONLINE

-CRN 80873 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80873 16-wk/Aug 27 5 hrs and 35 min/wk arr. ONLINE

81179 16-wk/Aug 27 6pm-8:30pm MW LE-JAO CAMPUS RM 217

80486 16-wk/Aug 28 9am-11:30am TTh LE-JAO CAMPUS RM 217

**MATH C045—COMBINED ELEMENTARY AND INTERMEDIATE ALGEBRA****6.0 units**

Numerical and algebraic operations, number systems, linear and quadratic equations/inequalities, exponents, polynomials, radicals, curve plotting, systems of equations/inequalities, nonlinear equations, logarithmic and exponential functions, complex numbers, and applications. PREREQUISITE: MATH C008 or C044 with a passing grade or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option.

-CRN 80412 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80412 16-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 80939 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80939 16-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 81182 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81182 16-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

81186 16-wk/Aug 27 12:30pm-3:40pm MW LE-JAO CAMPUS RM 214

81187 16-wk/Aug 27 6pm-9:10pm MW NEWPORT BEACH CAMPUS RM 237

-CRN 80773 is a 16-week hybrid class with onsite class meetings and an online component.

80773 16-wk/Aug 28 1pm-2:30pm TTh plus NEWPORT BEACH CAMPUS RM 236

3 hrs and 10 min/wk arr. ONLINE

81180 16-wk/Aug 28 6pm-9:10pm TTh LE-JAO CAMPUS RM 217

**MATH C046—STATISTICS PATHWAY 1****5.0 units**

The Statway path is a two-semester sequence recommended for majors that require no mathematics beyond freshman-level statistics. MATH C046 is the first semester of two in the Statway sequence. MATH C046 includes topics from descriptive statistics (experimental design and descriptive statistics) and beginning algebra (linear and quadratic algebraic phenomena) and is a prerequisite for MATH C146, the second course in the Statway sequence. Both courses in the sequence, MATH C046 and C146, must be taken to receive credit for college level statistics. ADVISORY: MATH C005. Graded or Pass/No Pass option. (NOT DEGREE APPLICABLE.)

-CRN 81046 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81046 16-wk/Aug 27 5 hrs and 20 min/wk arr. ONLINE

**MATH C047—FOUNDATIONS OF MATH****6.0 units**

This one-semester course combines Basic Math, Pre-algebra, Beginning Algebra, and Intermediate Algebra. After completing this course, students may enroll in any class with Intermediate Algebra as a prerequisite. Graded or Pass/No Pass option. -CRN 81235 is a 16-week hybrid class with weekly onsite class meetings and an online component.

81235 16-wk/Aug 28 10:30am-12pm TTh plus  
3 hrs and 10 min/wk arr.

NEWPORT BEACH CAMPUS RM 236  
ONLINE

**MATH C100—LIBERAL ARTS MATHEMATICS****3.0 units**

Examines the mathematics involved in personal finance, environmental issues, the social sciences, politics and voting, business and economics, graph theory, fractals, art, and music. The course will also include a writing and research component.

PREREQUISITE: MATH C030 or C045 with a grade of C or better or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80186 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80186 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

-CRN 80938 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80938 16-wk/Aug 27 3 hrs and 10 min/wk arr.

CABLE

-CRN 80157 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80157 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

**MATH C104—MATHEMATICS FOR ELEMENTARY TEACHERS****3.0 units**

This course will develop and reinforce conceptual understanding of mathematical topics through the use of connections, modeling, and representation and national and state curriculum standards for elementary school math, including Common Core State Standards. Instructional delivery design techniques and technological applications will be explored. The course involves using technology, participating in group work and projects, and observing and/or teaching in local elementary schools. Topics covered include whole numbers, integers, rational numbers, real numbers, number theory, ratio, proportion, percent, set theory, and elementary logic. PREREQUISITE: MATH C030 or C045 with a grade of C or better or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Letter Grade only. Transfer Credit: CSU; UC.

-CRN 80559 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80559 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**MATH C106—GEOMETRY FOR ELEMENTARY TEACHERS****3.0 units**

This course will build fluency and understanding of basic mathematical concepts and develop reasoning, problem solving, and communicating skills. The course involves using technology, participating in group work and projects, and observing and/or teaching in local elementary schools. Topics covered include data analysis, probability, geometry, measurement, algebra, and coordinate geometry. PREREQUISITE: MATH C030 or C045 with a grade of C or better or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80637 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80637 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**MATH C115—COLLEGE ALGEBRA****4.0 units**

Basic concepts of algebra, equations, and inequalities along with functions and graphs, polynomial and rational functions, exponential and logarithmic functions, systems, matrices and determinants, linear programming, conic sections, sequences, series, and combinatorics. **PREREQUISITE:** MATH C030 or C045 with a grade of C or better or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80100 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80100 16-wk/Aug 27 4 hrs and 15 min/wk arr. **ONLINE**

-CRN 80503 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80503 16-wk/Aug 27 4 hrs and 15 min/wk arr. **CABLE**

-CRN 80723 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80723 16-wk/Aug 27 4 hrs and 15 min/wk arr. **ONLINE**

80876 16-wk/Aug 28 6pm-8:05pm TTh **NEWPORT BEACH CAMPUS RM 235**

-CRN 81122 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81122 12-wk/Sep 24 6 hrs/wk arr. **ONLINE**

**MATH C120—TRIGONOMETRY****3.0 units**

Circular functions, trigonometric identities and graphs, inverse functions, triangles, vectors, applications, and imaginary and complex numbers. **PREREQUISITE:** MATH C030 or C045 with a grade of C or better or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80166 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80166 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80702 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80702 16-wk/Aug 27 3 hrs and 10 min/wk arr. **CABLE**

**MATH C140—BUSINESS CALCULUS****4.0 units**

For Business, Management, and Social Science majors. Functions, graphs, limits, continuity, derivatives, and integrals of exponential and logarithmic functions, the Chain Rule, multivariable functions, differential equations, and applications. **PREREQUISITE:** MATH C115 or C170 with a grade of C or better or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80064 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80064 16-wk/Aug 27 4 hrs and 15 min/wk arr. **ONLINE**

-CRN 80098 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80098 16-wk/Aug 27 4 hrs and 15 min/wk arr. **ONLINE**

-CRN 80774 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80774 12-wk/Sep 24 6 hrs/wk arr. **ONLINE**

**MATH C146—STATISTICS PATHWAY 2****5.0 units**

The Statway path is a two-semester sequence recommended for majors that require no mathematics beyond freshman-level statistics. MATH C146 is the second semester of the Statway sequence. MATH C146 includes topics from intermediate algebra (radical, exponential, and logarithmic algebraic phenomena) and inferential statistics. **PREREQUISITE:** MATH C046 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU: UC credit limitations (see counselor).

-CRN 81022 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81022 16-wk/Aug 27 5 hrs and 20 min/wk arr. **ONLINE**

**MATH C160—INTRODUCTION TO STATISTICS****4.0 units**

Topics covered include collecting of data, sampling, probability, hypothesis testing, analyzing of variance, correlation and regression, nonparametric testing, and correlating for application in the natural sciences, social sciences, business, and management. Use of statistical technology will be introduced. **PREREQUISITE:** MATH C030 or C045 with a grade of C or better or qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80330 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80330 16-wk/Aug 27 4 hrs and 15 min/wk arr. **ONLINE**

-CRN 80509 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80509 16-wk/Aug 27 4 hrs and 15 min/wk arr. **ONLINE**

-CRN 80870 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80870 16-wk/Aug 27 4 hrs and 15 min/wk arr. **CABLE**

-CRN 80881 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80881 16-wk/Aug 27 4 hrs and 15 min/wk arr. **ONLINE**

-Enrollment in CRN 80989 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80989 16-wk/Aug 27 10:45am-12:50pm MW **GARDEN GROVE CAMPUS RM 204**

80990 16-wk/Aug 27 10:45am-12:50pm MW **GARDEN GROVE CAMPUS RM 204**

81194 16-wk/Aug 27 6pm-8:05pm MW **NEWPORT BEACH CAMPUS RM 234**

-CRN 81104 is a 16-week hybrid class with weekly onsite class meetings and an online component.

81104 16-wk/Aug 28 9am-10:15am TTh plus **NEWPORT BEACH CAMPUS RM 234**

1 hr and 20 min/wk arr. **ONLINE**

-Enrollment in CRN 80138 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80138 16-wk/Aug 28 10:45am-12:50pm TTh **NEWPORT BEACH CAMPUS RM 322**

80882 16-wk/Aug 28 10:45am-12:50pm TTh **NEWPORT BEACH CAMPUS RM 322**

-CRN 80705 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80705 12-wk/Sep 24 6 hrs/wk arr. **ONLINE**

-CRN 80869 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80869 12-wk/Sep 24 6 hrs/wk arr. **ONLINE**

-CRN 80257 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80257 8-wk/Oct 22 9 hrs/wk arr. **ONLINE**

**MATH C170—PRECALCULUS****5.0 units**

Topics include algebra review, complex numbers, sequences and series, polynomial, rational, exponential, logarithmic, and trigonometric and inverse functions, vectors, analytic geometry, linear systems, matrices, elementary theory of equations, and polar coordinates. This course is designed for those students planning to study calculus. **PREREQUISITE:** MATH C120 with a grade of C or better or achieve qualifying score on Math Placement Test. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80016 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80016 16-wk/Aug 27 5 hrs and 20 min/wk arr. **ONLINE**

-CRN 80366 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80366 16-wk/Aug 27 5 hrs and 20 min/wk arr. **CABLE**

**MATH C180—CALCULUS 1****5.0 units**

This is the first course in the calculus sequence. It satisfies the requirement for majors in mathematics, science, or engineering. Topics include limits, derivatives of algebraic and transcendental functions, applications of derivatives, indefinite integrals, definite integrals, the Fundamental Theorem of Calculus, and applications of integration. **PREREQUISITE:** MATH C170 with a grade of C or better; or MATH C115 and C120 with a grade of C or better; or achieve qualifying score on Math Placement Test or by Multiple Measures Assessment. Graded or Pass/No Pass option. Transfer Credit: CSU, UC credit limitations (see counselor).

-CRN 80256 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80256 16-wk/Aug 27 5 hrs and 20 min/wk arr. **ONLINE**

-CRN 80635 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80635 16-wk/Aug 27 5 hrs and 20 min/wk arr. **CABLE**

-CRN 81023 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81023 16-wk/Aug 27 5 hrs and 20 min/wk arr. **ONLINE**

80511 14-wk/Sep 10 1pm-4:10pm TTh **NEWPORT BEACH CAMPUS RM 235**

**MATH C185—CALCULUS 2****5.0 units**

Second course in the calculus sequence. It satisfies the requirement for majors in mathematics, science, or engineering. Topics include techniques and applications of integration, calculus applied to parametric curves and polar curves, analytic geometry, sequences, series, and an introduction to differential equations. **PREREQUISITE:** MATH C180 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80024 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80024 16-wk/Aug 27 5 hrs and 20 min/wk arr. **ONLINE**

-CRN 80871 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80871 16-wk/Aug 27 5 hrs and 20 min/wk arr. **CABLE**

**MATH C280—CALCULUS 3****5.0 units**

Multivariable calculus including vectors, vector-valued functions, functions of several variables, partial derivatives, multiple integrals, calculus of vector fields, Green's Theorem, Stokes' Theorem, and the Divergence Theorem. PREREQUISITE: MATH C185 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80200 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80200 14-wk/Sep 10 6 hrs and 10 min/wk arr. [ONLINE](#)

-CRN 81077 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81077 14-wk/Sep 10 6 hrs and 10 min/wk arr. [ONLINE](#)

**MATH C285—INTRODUCTION TO LINEAR ALGEBRA AND DIFFERENTIAL EQUATIONS****5.0 units**

Introduction to linear algebra and differential equations, matrices, determinants, eigenvectors and eigenvalues, inverse and implicit function theorems, linear methods and numerical methods, Fourier series, and Laplace transforms.

PREREQUISITE: MATH C185 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU, UC.

-CRN 80643 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80643 16-wk/Aug 27 5 hrs and 20 min/wk arr. [ONLINE](#)

**MUSIC • (714) 241-6213****MUS C100—HISTORY AND APPRECIATION OF MUSIC****3.0 units**

Study of major genres, forms, styles, and historical periods in music since the Middle Ages. Emphasis on listening techniques, appreciation of classical and popular music, and recognition of styles, composers, and periods. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: MUS 100.

-CRN 81093 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81093 8-wk/Aug 27 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 81007 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81007 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 81150 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81150 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

-CRN 80441 is an 8-week hybrid class with weekly onsite class meetings and an online component.

80441 8-wk/Oct 25 6pm-9:35pm Th plus  
3 hrs and 10 min/wk arr. [NEWPORT BEACH CAMPUS RM 323](#)  
[ONLINE](#)

**MUS C103—WORLD MUSIC****3.0 units**

A music appreciation course focusing on music from cultures around the world. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80530 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80530 8-wk/Oct 22 6 hrs and 30 min/wk arr. [ONLINE](#)

**MUS C130—BEGINNING GUITAR****2.0 units**

For the beginning player or a player with no prior professional instruction. Studies include basic chord forms, scales, and music theory. Focus is on styles of the last 40 years and is very 'rock' oriented. Students learn songs of their choice as part of the curriculum. Student must provide own acoustic or electric guitar. Daily practice is necessary for satisfactory progress. Graded or Pass/No Pass option. Transfer Credit: CSU, UC.

80777 16-wk/Aug 29 5pm-9:15pm W [NEWPORT BEACH CAMPUS RM 119](#)

**MUS C131—INTERMEDIATE GUITAR****2.0 units**

Continuation of Music 130. Studies include advanced chord forms, modes, diatonic music theory, improvisation, and song analysis. Focus is on music styles of the last 40 years and is very 'rock' oriented. Students learn songs of their choice as part of the curriculum. Student must provide own acoustic or electric guitar. Daily practice is necessary for satisfactory progress. ADVISORY: MUS C130. Graded or Pass/No Pass option. Transfer Credit: CSU, UC.

80776 16-wk/Aug 29 5pm-9:15pm W

NEWPORT BEACH CAMPUS RM 119

**MUS C139—HISTORY OF ROCK MUSIC****3.0 units**

Formerly MUS C105. An overview of the social and musical characteristics of music in the Rock and Roll era. 1950's through the present, with emphasis on its impact on American culture today. Multimedia selections will be used. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80429 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80429 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

80709 12-wk/Sep 24 6:30pm-8:40pm MW

ESTANCIA HIGH SCHOOL RM 726\*

**MUS C143—HISTORY OF JAZZ****3.0 units**

Formerly MUS C106. An appreciation course focusing on various jazz genres from North America with an overview of the social, musical, and cultural characteristics and importance of music in the jazz era from the early 20th century to the present. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81149 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81149 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

**PARALEGAL STUDIES • (714) 241-6209****LAW C100—INTRODUCTION TO PARALEGAL STUDIES****3.0 units**

Introductory course covering the relationship between paralegals, attorneys and clients. Topics include: structure of the profession, federal and state court systems, ethical standards, legal terminology, investigation techniques, research, case and statute analysis, overview of legal practice areas, and communication. Letter Grade only. Transfer Credit: CSU.

80093 16-wk/Aug 29 6:30pm-9:40pm W

NEWPORT BEACH CAMPUS RM 227

80201 16-wk/Aug 30 6:30pm-9:40pm Th

NEWPORT BEACH CAMPUS RM 227

**LAW C105—CIVIL LITIGATION I****3.0 units**

Learn, analyze and examine the basic principles of civil litigation as applicable to jurisdiction, venue and preparation of pleadings, discovery, motions, trial preparation, and alternative dispute resolution by plaintiffs and defendants in the California court system. ADVISORY: LAW C100 and LAW C127. Letter Grade only. Transfer Credit: CSU.

80057 16-wk/Aug 27 6:30pm-9:40pm M

NEWPORT BEACH CAMPUS RM 227

**LAW C118—LEGAL ANALYSIS AND BRIEFING****3.0 units**

Learn the methods and procedures of statutory and case law analysis, including proper briefing and persuasive writing techniques. ADVISORY: LAW C100, C127 and/or C128. Letter Grade only. Transfer Credit: CSU.

80231 16-wk/Aug 29 6:30pm-9:40pm W

NEWPORT BEACH CAMPUS RM 228

**LAW C121—LEGAL RESEARCH/CALR****4.0 units**

Formerly LAW C120 and LAW C122. Course in legal research methods and writing by examination and analysis of the law, written legal memoranda, and supervised library assignments. Students will have a working knowledge of statutory, case law, secondary source research techniques, and computer assisted legal research. ADVISORY: LAW C100, C105, and C118. Letter Grade only. Transfer Credit: CSU.

80325 16-wk/Aug 28 6pm-10:15pm T

NEWPORT BEACH CAMPUS RM 227

LEGEND:

\*ESTANCIA HIGH SCHOOL, 2323 Placentia Ave., Costa Mesa, CA 92627

**LAW C126—LEGAL ASPECTS OF HEALTH CARE ADMINISTRATION****3.0 units**

This course introduces students to the legal and ethical issues that affect the health care industry, health care providers, and health care managers. It covers all related topics such as tort law, criminal aspects of health care, patient confidentiality, release of medical information, informed consent, corporate and personal liability, and medical malpractice. Special emphasis is placed on the procedures that protect the security of health care data. Letter Grade only. Transfer Credit: CSU.

-CRN 80782 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80782 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**LAW C127—LEGAL PROCEDURE 1****3.0 units**

Knowledge and skills required of paralegals and legal assistants, including procedures and functions in the court structure and litigation procedures including personal injury and general civil cases, probate, family law, dissolution, adoption, and bankruptcy. Graded or Pass/No Pass option. Transfer Credit: CSU.

80060 16-wk/Aug 29 6:30pm-9:40pm W

NEWPORT BEACH CAMPUS RM 229

**LAW C128—LEGAL PROCEDURE 2****3.0 units**

Continuation of LAW C127, including civil procedures in unlimited and limited courts with emphasis on preparing, filing and bring to judgment breach of contract, landlord-tenant and personal injury actions, including discovery, law and motion, research, arbitration, calendaring, business entities and formation of small corporations, real estate terminology, criminal law introduction, and skills, techniques and abilities the paralegal will be expected to have in the workplace. ADVISORY: LAW C127 or concurrent enrollment. Graded or Pass/No Pass option. Transfer Credit: CSU.

80061 16-wk/Aug 28 6:30pm-9:40pm T

NEWPORT BEACH CAMPUS RM 228

**LAW C130—LAW OFFICE MANAGEMENT****1.5 units**

A study of the systems and procedures for management and administration of legal entities, including structure and decision process, delegation, personnel selection, job descriptions, office policies, file systems, calendar systems, records management, new matters and client conflicts, facilities, communication, technology, billing systems, risk management, ethics, and paralegal employment. ADVISORY: LAW C100, or LAW C120 and LAW C128. Graded or Pass/No Pass option. Transfer Credit: CSU.

81216 8-wk/Aug 27 6:30pm-9:55pm M plus  
1 hr and 10 min/wk arr.NEWPORT BEACH CAMPUS RM 228  
NEWPORT BEACH CAMPUS RM 228**LAW C148—ELDER LAW****1.5 units**

Substantive and procedural law and federal, state, and administrative regulations, as they pertain to the senior population, including Social Security, Medicare, Medi-Cal/SSI, funding sources, pensions, residential and/or long term care, and applicable probate statutes. ADVISORY: LAW C100 or C142. Graded or Pass/No Pass option. Transfer Credit: CSU.

81217 8-wk/Oct 22 6:30pm-9:55pm M plus  
1 hr and 10 min/wk arr.NEWPORT BEACH CAMPUS RM 228  
NEWPORT BEACH CAMPUS RM 228**LAW C170—COMPUTER APPLICATIONS FOR THE PARALEGAL****3.0 units**

This course is designed to acquaint paralegals with basic computer use, including software programs utilized by attorneys (word processing, spreadsheets, document databases), law-related public databases, non-law public databases, systems management, research, time and billing and other applications. ADVISORY: LAW C100 and keyboarding skills at 30 wpm. Graded or Pass/No Pass option. Transfer Credit: CSU.

80326 16-wk/Aug 30 6pm-10:15pm Th

NEWPORT BEACH CAMPUS RM 234

**LAW C283—WORK BASED LEARNING****3.0 units**

To enhance each Work Based Learning participant's opportunity for success in the field of Paralegal by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Paralegal. PREREQUISITE: Be employed or volunteer in a field related to Paralegal for 5 hours per week per 1 unit of Work Based Learning. COREQUISITE: Be enrolled in a total of 7 units including Work Based Learning. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80171 For more information about Work Based Learning classes students may review the Work Based Learning Student Handbook. <http://www.coastline.edu/academics/work-based-learning>, then select Work Based Learning Handbook (pdf).

80171 16-wk/Aug 27 16 hrs and 35 min/wk arr.

GARDEN GROVE CAMPUS

**LAW C284—WORK BASED LEARNING****4.0 units**

To enhance each Work Based Learning participant's opportunity for success in the field of Paralegal by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Paralegal. **PREREQUISITE:** Be employed or volunteer in a field related to Paralegal for 5 hours per week per 1 unit of Work Based Learning. **COREQUISITE:** Be enrolled in a total of 7 units including Work Based Learning. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80172 For more information about Work Based Learning classes students may review the Work Based Learning Student Handbook. <http://www.coastline.edu/academics/work-based-learning>, then select Work Based Learning Handbook (pdf).

80172 16-wk/Aug 27 22 hrs and 15 min/wk arr.

GARDEN GROVE CAMPUS

**LAW C390—LEGAL CLINIC PRACTICUM/ETHICS****2.0 units**

Students in the clinic will work directly under the direction and supervision of clinic attorneys and experienced paralegal instructors. Students will interview clinic clients, observe consultations, and perform various assigned duties relating to clinic operations. Students will examine and evaluate the regulation of lawyers and paralegals and the unauthorized practice of law. **ADVISORY:** LAW C100 and C127. Letter Grade only.

80107 16-wk/Aug 30 7pm-9:10pm Th plus  
2 hrs and 5 min/wk arr.NEWPORT BEACH CAMPUS RM 228  
NEWPORT BEACH CAMPUS RM 228**PHILOSOPHY • (714) 241-6184****PHIL C100—INTRODUCTION TO PHILOSOPHY****3.0 units**

This course provides an introduction to the main ideas, methods, and problems of philosophy. Topics include the nature of philosophy and reality, questions of human nature and free will, relationship between mind and body, the question of God, sources of knowledge, and personal and social ethics. Multicultural and feminist issues are woven into traditional Western material, including contributions from India (Hinduism and Buddhism), China (Confucianism), Japan (Zen Buddhism), and Native American philosophy, among others. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: PHIL 100.

-CRN 80075 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80075 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

-CRN 80139 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80139 16-wk/Aug 27 3 hrs and 10 min/wk arr.

TV

-CRN 80181 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80181 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**PHIL C115—LOGIC AND CRITICAL THINKING****3.0 units**

This course introduces logic and critical thinking. It covers persuasion, argument, semantic and logical consistency, and the accurate use of language, both meaning and structure. It evaluates the effects of advertising, politics, religion, and the news media. The course also explores the gulf between reasoning in theory and in practice. Students critically evaluate world philosophies, religions, cultural influences, and history, and analyze deductive and inductive proofs through categorical and sentential logic. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80140 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80140 16-wk/Aug 27 3 hrs and 10 min/wk arr. CABLE

-CRN 80141 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80141 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80915 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80915 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 80467 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80467 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

-CRN 80968 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80968 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

**PHIL C120—ETHICS****3.0 units**

This course examines morality, values, and representative ethical theories. Moral problems may include euthanasia/assisted suicide, capital punishment, war, hunger and homelessness, global resource inequality, animal rights, the free rider problem, the environment and future generations, racial and gender injustice, sexual and reproductive autonomy, exploitation, or personal and social responsibility. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80142 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80142 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

-CRN 80340 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80340 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-Enrollment in CRN 80748 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80748 16-wk/Aug 28 10:45am-12:10pm TTh

NEWPORT BEACH CAMPUS RM 230

80749 16-wk/Aug 28 10:45am-12:10pm TTh

NEWPORT BEACH CAMPUS RM 230

**PHYSICAL EDUCATION • (714) 241-6213****PE C118A—INTRODUCTION TO YOGA 1****1.0 Units**

An overview course in yoga, the integrated study of health and movement. It includes breathing techniques, yoga postures, meditation and relaxation. Emphasis is on practicing the principles of breathing and deep relaxation to reduce stress as well as practicing the postures to improve flexibility, balance, and strength. The first segment of a two-part course. Graded or Pass/No Pass option. Transfer Credit: CSU.

81017 16-wk/Aug 30 4pm-6:10pm Th

NEWPORT BEACH CAMPUS RM 119

**PE C118B—INTRODUCTION TO YOGA 2****1.0 Units**

An overview of yoga, which is an integrated study of health. It includes breathing techniques, yoga postures, meditation, and relaxation. Emphasis is on practicing the principles of breathing and deep relaxation to reduce stress as well as practicing the postures to improve flexibility, balance, and strength. The second segment of a two-part course. Graded or Pass/No Pass option. Transfer Credit: CSU.

81018 16-wk/Aug 30 4pm-6:10pm Th

NEWPORT BEACH CAMPUS RM 119

**PHYSICS • (714) 241-6213****PHYS C110—CONCEPTUAL PHYSICS****3.0 units**

Discusses the fundamental laws of nature: mechanics, Newton's Laws, energy, momentum, rotational dynamics, gravity, properties of 3 states of matter, heat and thermodynamics, harmonic motion, waves and sound. Other topics will be selected from electricity and magnetism, light, and modern physics. ADVISORY: MATH C010 and C020. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80021 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80021 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 81220 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81220 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

**PHYS C120—ALGEBRA BASED PHYSICS: MECHANICS****4.0 units**

The course covers Mechanics, Heat, and Sound. It satisfies the physics requirement of biological science programs (except University of California Programs) and technical programs, except physics, chemistry, or engineering. It satisfies requirements as liberal arts elective. PREREQUISITE: MATH C120 with a grade of C or better or achieve qualifying score on Math Placement Test. ADVISORY: PHYS C110 or concurrent enrollment. Letter Grade only. Transfer Credit: CSU; UC. C-ID: PHYS 105.

-CRN 80242 is a 16-week hybrid class with onsite class meetings and an online component.

80242 16-wk/Aug 28 10:45am-12:50pm T plus  
4 hrs and 15 min/wk arr. NEWPORT BEACH CAMPUS RM 117  
ONLINE**PHYS C125—ALGEBRA BASED PHYSICS: ELECTRICITY AND MAGNETISM****4.0 units**

The course covers Electricity, Magnetism, Light/Optics, and Modern Physics. It satisfies the physics requirement of biological science programs and technical programs, except physics, chemistry, or engineering. It satisfies requirements as a liberal arts elective. PREREQUISITE: PHYS C120 with a grade of C or better. Letter Grade only. Transfer Credit: CSU; UC. C-ID: PHYS 110.

-CRN 80208 is a 16-week hybrid class with onsite class meetings and an online component.

80208 16-wk/Aug 29 10:45am-12:50pm W plus  
4 hrs and 15 min/wk arr. NEWPORT BEACH CAMPUS RM 117  
ONLINE**PHYS C140—SURVEY OF CHEMISTRY AND PHYSICS****4.0 units**

An investigation of basic principles of physics and chemistry including matter, physical and chemical properties, energy, motion, light, atomic structure, bonding, solutions and chemical reactions. The inter-dependence of chemistry and physics will be emphasized. This course is intended for non-science majors. PREREQUISITE: MATH C010 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor). C-ID: PHYS 140.

-CRN 81030 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81030 16-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

## PHYSIOLOGY • SEE BIOL C225

## POLITICAL SCIENCE • (714) 241-6213

### PSCI C101—SURVEY OF CURRENT ISSUES

**3.0 units**

Formerly PSCI C110. An analysis of crucial current political issues in American society and the world. This course will focus on defining key problems facing modern society and potential resolutions. Students will learn how to evaluate contemporary issues in an informed manner and construct arguments based upon reliable data and appropriate political science theory.

ADVISORY: Read the U.S. Constitution prior to first class meeting. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 80270 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80270 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

### PSCI C180—AMERICAN GOVERNMENT

**3.0 units**

Formerly PSCI C100. An introduction to the principles and problems of government, with particular attention to the American political system at all levels. Emphasis is on the human factor in politics and the realities of government at work. This course satisfies the state college requirement on the Constitution of the United States and California state and local government. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: POLS 110.

-CRN 80268 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80268 8-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 80267 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80267 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

-CRN 80348 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80348 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-Enrollment in CRN 80874 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80874 16-wk/Aug 27 9am-10:25am MW GARDEN GROVE CAMPUS RM 202

80875 16-wk/Aug 27 9am-10:25am MW GARDEN GROVE CAMPUS RM 202

80354 16-wk/Aug 27 2:30pm-5:40pm M NEWPORT BEACH CAMPUS RM 324

-Enrollment in CRN 80728 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80728 16-wk/Aug 28 9am-10:25am TTh NEWPORT BEACH CAMPUS RM 322

80865 16-wk/Aug 28 9am-10:25am TTh NEWPORT BEACH CAMPUS RM 322

-CRN 80266 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80266 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

-CRN 81134 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81134 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

### PSCI C185—COMPARATIVE GOVERNMENT AND POLITICS

**3.0 units**

Formerly PSCI C130. This class provides a comparative analysis of governments in various regions of the world, including Latin America, Asia, Europe, Africa, and the Middle East by examining the differences in the structures and functions of major political systems, including democratic, communistic, and monarchical types of governance. Graded or Pass/No Pass option. Transfer Credit: CSU; UC.

-CRN 81157 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81157 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

# PROCESS TECHNOLOGY • (714) 241-6209

## **PTEC C110—INTRODUCTION TO PROCESS TECHNOLOGY**

**3.0 units**

Introduction to Process Technology provides an overview of various process industries (oil and gas, chemical, mining, power generation, pulp and paper, water and waste water treatment, food and beverage, and pharmaceutical), basic chemistry, basic physics, safety, health, environment and security, quality, teams, process drawings, and process equipment. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80069 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80069 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

## **PTEC C112—QUALITY MANAGEMENT**

**1.5 units**

This course will introduce many process industry-related quality concepts, including operating consistency, continuous improvement, plant economics, team skills, and statistical process control (SPC). Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81109 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81109 8-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

## **PTEC C113—PROCESS TECHNOLOGY 1: EQUIPMENT**

**3.0 units**

This course provides an introduction into the field of equipment within the process industry including industry-related equipment components, operation, and troubleshooting. ADVISORY: PTEC C110. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80017 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80017 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

## **PTEC C114—PROCESS TECHNOLOGY 2: SYSTEMS**

**3.0 units**

The purpose of this course is to study the interrelation of process equipment and process systems as they are used in normal conditions. ADVISORY: PTEC C113. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81000 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

-CRN 81000—enrollment in this section is limited to students participating in the South Bay cohort.

81000 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

-CRN 81005 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81005 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

## **PTEC C115—PROCESS TECHNOLOGY 3: OPERATIONS**

**3.0 units**

This course covers concepts related to commission, normal startup, normal operations, normal shutdown, turnarounds, and abnormal situations within an operating unit. ADVISORY: PTEC C114. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80217 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80217 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

-CRN 81121 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

-CRN 81121—enrollment in this section is limited to students participating in the South Bay cohort.

81121 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**PTEC C117—INSTRUMENTATION 2****3.0 units**

The purpose of this course is to study the advanced instrumentation used in the petrochemical and refining industries. Students will be able to select instrumentation loops and describe industrial processes controls. ADVISORY: PTEC C116. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80218 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80218 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**PSYCHOLOGY • (714) 241-6213****PSYC C100—INTRODUCTION TO PSYCHOLOGY****3.0 units**

Fundamentals of human psychology. Using a scientific approach to the study of human behavior, this course examines and integrates physiological, intrapsychic and social/behavioral perspectives on human thought and behavior. Major units include biological bases of behavior, sensation, perception, motivation, learning and memory, maturation and development, personality, and social psychology. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: PSY 110.

-CRN 80143 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80143 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 80414 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80414 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80614 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80614 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80615 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80615 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-Enrollment in CRN 80734 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80734 16-wk/Aug 27 10:45am-12:10pm MW **NEWPORT BEACH CAMPUS RM 228**

80901 16-wk/Aug 27 10:45am-12:10pm MWN **NEWPORT BEACH CAMPUS RM 228**

80177 16-wk/Aug 29 9am-12:10pm W **LE-JAO CAMPUS RM 202**

-CRN 80254 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80254 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80599 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80599 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81081 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81081 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**PSYC C116—CHILD GROWTH AND DEVELOPMENT****3.0 units**

Formerly PSYC C115. Examination of human development from conception through adolescence. Includes the biological, psychological, and socio-cultural aspects of the maturation process. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: CDEV 100.

-CRN 80272 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80272 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80273 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80273 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

81073 12-wk/Sep 25 6:30pm-8:40pm TTh **COSTA MESA HIGH SCHOOL RM 107\***

-CRN 80988 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80988 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81080 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81080 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**PSYC C118—LIFE SPAN DEVELOPMENTAL PSYCHOLOGY****3.0 units**

Psychological study of human development across the lifespan from prenatal development through childhood, adolescence, adulthood, and dying, paying particular attention to the biological, cognitive, and psychosocial processes. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: PSY 180.

-CRN 80150 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80150 16-wk/Aug 27 3 hrs and 10 min/wk arr. **TV**

-CRN 80698 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80698 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-Enrollment in CRN 81059 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

81059 16-wk/Aug 27 9am-10:25am MW **NEWPORT BEACH CAMPUS RM 322**

81060 16-wk/Aug 27 9am-10:25am MW **NEWPORT BEACH CAMPUS RM 322**

-CRN 80888 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80888 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81020 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81020 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81138 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81138 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

LEGEND:

\*COSTA MESA HIGH SCHOOL, 2650 Fairview Rd., Costa Mesa, CA 92626

**PSYC C165—PRINCIPLES OF HUMAN SEXUALITY 1****3.0 units**

Formerly PSYC C148. An interdisciplinary analysis of the biological, statistical, psychological, and emotional aspects of human sexual behavior. Emphasis on sexual patterns, sexual identity, physiological and biological processes, and reproduction. ADVISORY: ENGL C099 or eligibility for English composition (ENGL C100). Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: PSY 130.

-CRN 81141 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81141 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80274 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80274 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**PSYC C170—PSYCHOLOGY OF AGING****3.0 units**

Investigates the lifespan of adults--career choices and changes, marriage, relationships, family issues, aging parents, and retirement. Explores the potential for longer, healthier lives with opportunities and challenges for retirees and the elderly. ADVISORY: SOC C120. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 81019 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81019 8-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 80018 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80018 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**PSYC C250—PSYCHOBIOLOGY****3.0 units**

This course introduces the scientific study of the biological bases of behavior and its fundamental role in the neurosciences. Physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying the psychological phenomena of sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders will be addressed. The course also notes historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes. Ethical standards for human and animal research are discussed in the context of both invasive and non-invasive experimental research. PREREQUISITE: PSYC C100 with a grade of C or better. ADVISORY: ENGL C099 or eligibility for English Composition (ENGL C100) and ENGL C096 or ability to read a college-level text, as measured by the placement test. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: PSY 130.

-CRN 80533 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80533 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**PSYC C255—ABNORMAL PSYCHOLOGY****3.0 units**

Formerly PSYC C120. An introduction to emotional and mental disorders from a biological, sociocultural, and psychological approach. The course covers the field's historical approaches and the range of psychological disorders as well as their symptoms, treatment, and the prevention of mental problems. PREREQUISITE: PSYC C100 with a grade of C or better. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: PSY 120.

-CRN 80294 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80294 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 80535 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80535 16-wk/Aug 27 3 hrs and 10 min/wk arr. **INDEPENDENT STUDY**

-CRN 80889 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80889 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**PSYC C260—SOCIAL PSYCHOLOGY****3.0 units**

The scientific study of the influence of the group on an individual's mental processes and behavior. Topics include self-perceptions, attitudes and behavior, group influence and persuasion, attraction and relationships, stereotypes, prejudice, discrimination, aggression, belonging, helping, and the application of social psychology to law, health, and business. Graded or Pass/No Pass option. Transfer Credit: CSU. C-ID: PSY 170.

-CRN 80406 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80406 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**PSYC C280—INTRODUCTION TO RESEARCH METHODS IN PSYCHOLOGY****4.0 units**

Introduces students to psychological research methods and critical analysis techniques that may be applied to diverse research studies and issues. **PREREQUISITE:** PSYC C100 and MATH C160 with grades of C or better or concurrent enrollment in MATH C160. **ADVISORY:** ENGL C100. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: PSY 200.

-CRN 80616 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80616 16-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

-CRN 81078 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81078 16-wk/Aug 27 6 hrs and 30 min/wk arr. **ONLINE**

**READING • (714) 241-6184****READ C099—BASIC READING****3.0 units**

Designed for native and non-native English speaking students, this basic skills course focuses on the fundamentals of academic reading. Paragraphs, short essays, and longer texts will be read with an emphasis on comprehension, vocabulary development, and study techniques. Recommended for students in basic skills English or intermediate-level ESL. Pass/No Pass. (NOT DEGREE APPLICABLE.)

-CRN 81167 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81167 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**READ C100—COLLEGE READING****3.0 units**

Introduces strategies to improve the comprehension and analysis of college-level reading material for any academic discipline. **ADVISORY:** ENGL C099 or eligibility for ENGL C100. Letter grade only. Transfer Credit: CSU.

-CRN 80470 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80470 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**REAL ESTATE • (714) 241-6209****RE C100—REAL ESTATE PRINCIPLES****3.0 units**

Introductory course to real estate. Topics covered include contracts, manner of holding title to real property, escrow, basic appraisal understanding, marketing, financing, property management, and many other topics. This course is one of three required for the State of California real estate license exams. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80083 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80083 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**RE C105—CALIFORNIA MORTGAGE LOAN BROKERING AND LENDING****3.0 units**

Introduces student to Mortgage Brokering operations including office setup, loan processing by computer, lending regulations, types of loans, A to D paper, loan submission, quality control, FICO credit scoring, and loan packaging and shipping. ADVISORY: RE C100. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80386 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80386 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

**RE C110—REAL ESTATE LEGAL ASPECTS****3.0 units**

The legal aspects of real estate law as encountered by brokers and others who deal with real property. Includes escrows, sales contracts, trust deeds, landlord-tenant, liens, probate sales, joint tenancy, and others. ADVISORY: RE C100. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80854 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80854 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**RE C120—REAL ESTATE PRACTICE****3.0 units**

Introduction to the day-to-day activities performed by a licensed real estate salesperson. Students will examine various methods of prospecting for buyers and sellers, disclosure requirements, types of financing available. One of the three required courses for the State Real Estate Salesperson Exam and Broker License. ADVISORY: Real Estate C100. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80180 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80180 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**RE C140—REAL ESTATE FINANCE****3.0 units**

Students will learn the sources of funding for real estate loans including terminology, appraisal for real estate, math for real estate as well as appropriate economic and legal terms. Included are open-end trust deeds, ARM loans, conventional, VA, FHA loans, the secondary mortgage market, the Federal Reserve, discount rates, and construction loans. Qualifying the property and borrower will also be discussed. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80193 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80193 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**RE C160—REAL PROPERTY MANAGEMENT****3.0 units**

Principles and practices of managing income properties, including types of property management, collections, leases, tenants, purchasing. Elective for Real Estate Broker license requirements. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 80855 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80855 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**RE C352—REAL ESTATE LOAN PROCESSING****3.0 units**

This course will prepare students for entry-level positions as Real Estate Loan Processors. The content will include conventional and government loan processing and the completion of required documentation following established industry standards. Advisory: RE C100. Graded or Pass/No Pass option.

-CRN 81227 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81227 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

## SOCIOLOGY • (714) 241-6213

### **SOC C100—INTRODUCTION TO SOCIOLOGY**

**3.0 units**

Introduction to the scientific study of human society and social behavior, including analysis of social interrelationships and human group organization, culture, social differentiation, and social institutions. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: SOCI 110.

-CRN 80630 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80630 8-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 80145 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80145 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

-CRN 80408 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80408 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-Enrollment in CRN 80758 requires Acceptance into the STAR Program. See <http://www.coastline.edu/academics/star> for more information.

80758 16-wk/Aug 28 10:45am-12:10pm TTh NEWPORT BEACH CAMPUS RM 229

80759 16-wk/Aug 28 10:45am-12:10pm TTh NEWPORT BEACH CAMPUS RM 229

-CRN 80078 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80078 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

-CRN 81136 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81136 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

### **SOC C110—INTRODUCTION TO MARRIAGE AND FAMILY**

**3.0 units**

A study of the family as a social institution. Examines the process of family development including: dating, courtship, engagement, mate selection, marriage, parenthood, and divorce. Crises and challenges facing families today will be examined from a sociological perspective. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: SOCI 130.

-CRN 80146 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80146 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

-CRN 80631 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80631 16-wk/Aug 27 3 hrs and 10 min/wk arr. ONLINE

-CRN 81158 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81158 8-wk/Oct 22 6 hrs and 30 min/wk arr. ONLINE

### **SOC C120—INTRODUCTION TO GERONTOLOGY**

**3.0 units**

A multidisciplinary overview of the biological, psychological, and sociological aspects of the aging process. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80147 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80147 8-wk/Aug 27 6 hrs and 30 min/wk arr. ONLINE

-CRN 80163 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80163 16-wk/Aug 27 3 hrs and 10 min/wk arr. TV

**SOC C130—GLOBALIZATION AND SOCIAL CHANGE****3.0 units**

This course evaluates the social, cultural, economic, political, and environmental changes brought about by globalization. The course will deal with issues such as outsourcing, immigration, economic development, and terrorism. The arguments and theories for and against globalization will be studied in depth and supplemented with empirical examples. Students will learn to understand how globalization is impacting their country, community, and ultimately themselves. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81015 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81015 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**SOC C145—PERSPECTIVES OF SEX AND GENDER****3.0 units**

Sociological analysis of the social construction of gender, masculinity, and femininity historically and cross-culturally. It examines the debates on sex and gender. It analyzes the impact of economic and political change on gender expectations and practices. It focuses on macro-analyses of how institutions shape gender and microanalyses of how individuals are socialized and how they live and practice gender. Graded or Pass/No Pass option. Transfer Credit: CSU.

-CRN 81159 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81159 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

**SOC C185—ANALYSIS OF SOCIAL PROBLEMS****3.0 units**

An analysis of contemporary social problems. Topics include global ecology, political economy, sexual behavior, drug use, racism, sexism, ageism, education, environment, health issues, crime, and violence. Graded or Pass/No Pass option. Transfer Credit: CSU; UC. C-ID: SOCI 115.

-CRN 80632 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80632 16-wk/Aug 27 3 hrs and 10 min/wk arr. **ONLINE**

-CRN 81160 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81160 8-wk/Oct 22 6 hrs and 30 min/wk arr. **ONLINE**

**SPANISH • (714) 241-6184****SPAN C180—ELEMENTARY SPANISH I****5.0 units**

This course is designed to develop the student's fundamental ability both to comprehend and converse in daily spoken Spanish. Early reading and writing skills are introduced as well as the customs and culture of the Spanish-speaking world. **ADVISORY:** Students who have completed two years of high school Spanish with a grade of 'C' or better should enroll in SPAN C185. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80392 is an 8-week hybrid class with onsite class meetings and an online component.

80392 8-wk/Aug 29 1pm-4:45pm W plus  
7 hrs and 15 min/wk arr. **LE-JAO CAMPUS RM 215**  
**ONLINE**

-CRN 80043 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80043 16-wk/Aug 27 5 hrs and 20 min/wk arr. **ONLINE**

-CRN 80148 Alert: If you have access to a computer you may enroll in Spanish 180 CRN 80043 or 80392 unless you specifically wish to pursue this class by telecourse.

-CRN 80148 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80148 16-wk/Aug 27 5 hrs and 20 min/wk arr. **TV**

-CRN 81110 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81110 12-wk/Sep 10 7 hrs and 15 min/wk arr. **ONLINE**

**SPAN C185—ELEMENTARY SPANISH 2****5.0 units**

This course is designed to further the student's ability to comprehend and converse in daily spoken Spanish at the second semester level. Reading and writing skills are expanded. Introduction to various cultural and philosophical aspects of the Spanish-speaking world will continue with authentic reading materials and selected literary works. **PREREQUISITE:** SPAN C180 or C180B with a grade of C or better or equivalent competency. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor). C-ID: SPAN 110.

-CRN 80090 Alert: If you have access to a computer you may enroll in Spanish 185 CRN 80005 unless you specifically wish to pursue this class by telecourse.

-CRN 80090 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80090 16-wk/Aug 27 5 hrs and 20 min/wk arr. TV

-CRN 80005 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80005 12-wk/Sep 10 7 hrs and 15 min/wk arr. ONLINE

**SPECIAL EDUCATION • (714) 241-6214****SPED C430—ADAPTED FITNESS****0.0 unit**

Group exercise course designed for students with physical limitations to increase cardiovascular health, muscular strength, improve posture, enhance range of motion and increase breath control. Focus is on functional motor control, coordination, strength, and flexibility. Special attention is given to activity programs that meet the interest and individual functional abilities of students who may not safely or successfully engage in the activities of a regular Physical Education program. **COREQUISITE:** Limitations may be temporary or permanent. A signed Coastline College Doctor's Disability Verification will be requested from the student's physician. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80314 16-wk/Aug 27 9:30am-10:30am MW WESTMINSTER SENIOR CENTER\*

80312 16-wk/Aug 27 10:30am-12pm M WESTMINSTER SENIOR CENTER\*

80308 16-wk/Aug 27 11am-12:30pm M OASIS SENIOR CENTER\*

80804 16-wk/Aug 28 1pm-2:30pm T COSTA MESA SENIOR CENTER\*

80309 16-wk/Aug 29 10:30am-12pm W WESTMINSTER SENIOR CENTER\*

**SPED C431—ADAPTED BALANCE AND MOBILITY****0.0 unit**

Group exercise course designed for students with physical limitations to reduce the risk of falls by using a multidimensional approach to maintain/improve balance and mobility. **COREQUISITE:** Limitations may be temporary or permanent. A signed Coastline Verification of Disability form will be required from the student's physician. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80310 16-wk/Aug 28 10am-11am TTh FOUNTAIN VALLEY SENIOR CENTER\*

80313 16-wk/Aug 28 11am-12pm TTh FOUNTAIN VALLEY SENIOR CENTER\*

## LEGEND:

COSTA MESA SENIOR CENTER, 695 W. 19th St., Costa Mesa, 92627

FOUNTAIN VALLEY SENIOR CENTER, 17967 Bushard St., Fountain Valley, 92708

OASIS SENIOR CENTER, 801 Narcissus Ave., Corona Del Mar, 92625

WESTMINSTER SENIOR CENTER, 8200 Westminster Blvd., Westminster, 92683

**SPED C432—ADAPTED STRENGTH AND CONDITIONING****0.0 unit**

Group exercise course designed to meet the fitness needs of the student with a physical disability who requires individualized approaches to curriculum and adapted methodologies. Activities are designed and implemented to achieve improved levels of fitness: muscle strength, muscle endurance, cardio-respiratory & cardiovascular functions, anaerobic efficiency, general flexibility, and range of motion. All levels of body management, mobility/agility and ambulation/locomotion are included. **COREQUISITE:** Limitations may be temporary or permanent. Student's personal physician's signature required on Coastline Special Programs and Services Verification of Disability form. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80311 16-wk/Aug 28 9am-10am TTh

FOUNTAIN VALLEY SENIOR CENTER\*

80315 16-wk/Aug 28 1pm-3pm TTh

FOUNTAIN VALLEY SENIOR CENTER\*

**SPED C433—ADAPTED SEATED FITNESS****0.0 unit**

Group exercise course designed to meet the needs of a student with a physical disability who is severely limited in their ability to perform fitness activities while standing. Activities are designed to promote improved levels of function in all areas of fitness are included: muscle strength/endurance, cardio-respiratory/cardiovascular functions, respiratory volumes, general flexibility & range of motion. Progressions to improve body management techniques, mobility/agility, and ambulation/locomotion when appropriate are included. **COREQUISITE:** Limitations may be temporary or permanent. Student's personal physician's signature required on Coastline Special Programs and Services Verification of Disability form. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80805 16-wk/Aug 28 10:30am-12pm T

COSTA MESA SENIOR CENTER\*

80307 16-wk/Aug 29 1:30pm-2:30pm W

LEISURE WORLD NO6\*

81173 16-wk/Aug 29 2:30pm-3:30pm W

LEISURE WORLD NO6-

80306 16-wk/Aug 31 10:30am-11:30am F

LEISURE WORLD NO6\*

81174 16-wk/Aug 31 11:30am-12:30pm F

LEISURE WORLD NO6\*

**SPED C462—CAREER DEVELOPMENT FOR THE DISABLED****0.0 unit**

Designed for students with disabilities. Provides supervised career exploration opportunities and specialized counseling and guidance support necessary to enhance opportunities for on-the-job success. Bridges the gap between educational theory and on-the-job practices. Emphasizes individualized performance objectives relative to special needs and occupational or career goals. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

-CRN 80091 is designed primarily for students with acquired brain injuries.

80091 16-wk/Aug 27 2 hrs and 30 min/wk arr.

NEWPORT BEACH CAMPUS RM 329

**SPED C463—INTRODUCTION TO CAREER PLANNING FOR THE DISABLED****0.0 unit**

Introduction to career planning for individuals with disabilities. Includes evaluation of interests, skills and abilities as they relate to career areas and how to determine transferable skills. Emphasizes how to explore career options and develop goal-setting strategies for making a career plan. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80081 1-wk/Sep 10 1pm-4pm MW

NEWPORT BEACH CAMPUS RM 329

80108 1-wk/Oct 29 1pm-4pm MW

NEWPORT BEACH CAMPUS RM 329

**SPED C464—IDENTIFYING CAREER OPTIONS FOR THE DISABLED****0.0 unit**

Career planning for persons with disabilities. Includes investigating various career areas and assessing interests, values and strengths in relationship to career options. Students will be guided in self-assessment of skills and abilities and how to use effective decision-making strategies in career planning. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80095 3-wk/Sep 17 1pm-3pm MW plus  
8 hrs/wk arr.

NEWPORT BEACH CAMPUS RM 329

NEWPORT BEACH CAMPUS RM 329

80109 3-wk/Nov 5 1pm-3pm MW plus  
8 hrs/wk arr.

NEWPORT BEACH CAMPUS RM 329

NEWPORT BEACH CAMPUS RM 329

## LEGEND:

COSTA MESA SENIOR CENTER, 695 W. 19th St., Costa Mesa, 92627

FOUNTAIN VALLEY SENIOR CENTER, 17967 Bushard St., Fountain Valley, 92708

LEISURE WORLD NO6, 1661 E. Golden Rain Rd., Seal Beach, 90740

## SPECIAL EDUCATION • (714) 241-6214

### INTELLECTUAL DISABILITIES (ID)

**Courses in this section are designed primarily for students with varying levels of ID. Consultation with the Instructor/Coordinator is strongly recommended prior to enrollment.**

#### SPED C407—BEGINNING READING

**0.0 unit**

Designed to assist students with developmental delays in acquiring beginning reading skills. Emphasis of the course will be on pre-reading skills, knowledge of the alphabet, phonetic pronunciation, and sight word vocabulary. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

81193 16-wk/Aug 29 1pm-3pm W

NEWPORT BEACH CAMPUS RM 316

#### SPED C410—CRITICAL THINKING

**0.0 unit**

Designed to assist students with a developmental delay in acquiring or improving critical thinking skills necessary to function independently in a variety of activities, situations, and environments. Emphasis on problem-solving and decision-making through understanding and evaluating situations, utilizing knowledge of cause and effect relationships, exploring options, and planning and implementing strategies. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80471 16-wk/Aug 27 4:30pm-6:30pm M

NEWPORT BEACH CAMPUS RM 331

80524 16-wk/Aug 29 1pm-2:45pm W

NEWPORT BEACH CAMPUS RM 331

#### SPED C421—ORIENTATION TO ART

**0.0 unit**

Introduction to a variety of creative art forms such as decoupage, needlework, painting, drawing, weaving, woodworking, and ceramics for adults with developmental delays. Emphasis on use of tools and materials necessary to render finished artwork. Skills will be assessed to determine placement in more advanced art classes. Students enrolled in the course receive an individualized student educational contract where course objectives are evaluated according to whether or not the objectives/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80621 16-wk/Aug 27 12:30pm-3pm M

NEWPORT BEACH CAMPUS RM 328

80473 16-wk/Aug 29 12:30pm-3pm W

NEWPORT BEACH CAMPUS RM 106

80517 16-wk/Aug 29 4pm-7pm W

NEWPORT BEACH CAMPUS RM 106

#### SPED C424—BEGINNING INSTRUMENTAL MUSIC

**0.0 unit**

Introduction to instrumental music for students with developmental delays. Course concentrates on the utilization of a variety of melodic and percussive instruments, with an emphasis on using improvisation techniques to facilitate individual development. Students enrolled in the course receive an individualized educational contract where course objectives are evaluated according to whether or not the objectives/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

81003 16-wk/Aug 28 10am-12pm T

NEWPORT BEACH CAMPUS RM 113

80520 16-wk/Aug 28 1pm-3pm M

NEWPORT BEACH CAMPUS RM 113

80623 16-wk/Aug 28 12:30pm-2pm TTh

NEWPORT BEACH CAMPUS RM 113

#### SPED C426—VOCAL MUSIC

**0.0 unit**

Designed for students with developmental delays in acquiring skills to participate in individual and or small to large choral singing, utilizing unison, two and/or three part music, as well as emphasizing voice production, tone, dictation, breath control, and posture. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80521 16-wk/Aug 30 12:30pm-2:30pm Th

NEWPORT BEACH CAMPUS RM 329

#### SPED C435—RHYTHMIC MOVEMENT

**0.0 unit**

An aerobics class for students with developmental delays. Focus is on utilizing movement combined with a variety of musical rhythms to facilitate and strengthen the development of coordination, mobility, spatial orientation, body awareness, flexibility and socialization skills. Students enrolled in the course receive an individualized educational contract where course objectives are evaluated according to whether or not the objective/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80519 16-wk/Aug 30 1pm-3pm Th

NEWPORT BEACH CAMPUS RM 119

**SPED C438—ADAPTIVE PHYSICAL EDUCATION 1****0.0 unit**

A basic motor skills program designed for students with developmental delays. Course focuses on the development of coordination, balance, conditioning, spatial orientation, and socialization skills utilizing sequential motor exercises and elements of structured sports activities. Students enrolled in the course receive an individualized educational contract where course objectives are evaluated according to whether or not the objectives/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

81189 16-wk/Aug 28 1pm-3pm T

NEWPORT BEACH CAMPUS RM 119

**SPED C451—PERSONAL AND SOCIAL DEVELOPMENT****0.0 unit**

Course designed to assist students with developmental delays in acquiring skills necessary to establish and maintain productive interpersonal relationships. Includes social interaction as well as basic etiquette and manners related to home, community, and vocational settings. Students enrolled in the course receive an individualized educational contract where course objectives and student learning outcomes are evaluated according to whether or not they are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80396 16-wk/Aug 30 12:30pm-2:15pm Th

NEWPORT BEACH CAMPUS RM 331

**SPED C452—HEALTH CONCEPTS****0.0 unit**

Designed to provide developmentally delayed learners with information about general health-related concepts. Emphasis of the course will be on developing self-esteem and confidence in dealing with others as well as making informed choices regarding human relationships. The course will include a review of basic body structure and function, human sexuality and reproduction, development and maintenance of good emotional habits and relationships, and how to maintain good physical health through exercise, diet, self-care and safety. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80472 16-wk/Aug 27 1pm-3pm M

NEWPORT BEACH CAMPUS RM 331

**SPED C453—HOME ECONOMICS 1—FOOD PREPARATION****0.0 unit**

Designed to assist the student with a developmental delay to achieve greater independence within the home. This course emphasizes practical skills related to healthy and nutritious food preparation, including menu planning, using kitchen hygiene and safety, cooking, serving, and storing food properly. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80618 16-wk/Aug 28 2:30pm-4:30pm T

NEWPORT BEACH CAMPUS RM 140

80523 16-wk/Aug 29 2:30pm-4:30pm W

NEWPORT BEACH CAMPUS RM 140

80522 16-wk/Aug 30 2:30pm-4:30pm Th

NEWPORT BEACH CAMPUS RM 140

**SPED C457—CONSUMER SKILLS****0.0 unit**

Designed to provide the disabled student with developmental disabilities skills necessary to function independently as a consumer; course emphasizes consumer skills related to shopping, budgeting, and banking. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80046 16-wk/Aug 28 1pm-3pm T

NEWPORT BEACH CAMPUS RM 117

**These classes are designed for students with Severe to Profound Developmental Disabilities. Consultation with the Instructor/Coordinator is strongly recommended prior to enrollment.**

**SPED C421—ORIENTATION TO ART**

**0.0 unit**

Introduction to a variety of creative art forms such as decoupage, needlework, painting, drawing, weaving, woodworking, and ceramics for adults with developmental delays. Emphasis on use of tools and materials necessary to render finished artwork. Skills will be assessed to determine placement in more advanced art classes. Students enrolled in the course receive an individualized student educational contract where course objectives are evaluated according to whether or not the objectives/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

81006 16-wk/Aug 27 1:30pm-3pm MW

ELWYN\*

80229 16-wk/Aug 29 9am-11:30am W

ENCORE\*

81105 16-wk/Aug 29 10am-12pm W

NEWPORT BEACH CAMPUS RM 104

80619 16-wk/Aug 29 12:15pm-2pm W

ENCORE\*

80299 16-wk/Aug 30 9:15am-11:30am Th

ENCORE\*

80225 16-wk/Aug 31 9am-11am F

WESTVIEW\*

**SPED C423—ORIENTATION TO MUSIC**

**0.0 unit**

Introduction to vocal and instrumental music, including individual and group singing and knowledge and use of a variety of musical instruments. Skills will be assessed to determine placement in more advanced music classes. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80227 16-wk/Sep 1 1:30pm-3:30pm Sat

HYLOND HOME\*

**SPED C424—BEGINNING INSTRUMENTAL MUSIC**

**0.0 unit**

Introduction to instrumental music for students with developmental delays. Course concentrates on the utilization of a variety of melodic and percussive instruments, with an emphasis on using improvisation techniques to facilitate individual development. Students enrolled in the course receive an individualized educational contract where course objectives are evaluated according to whether or not the objectives/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

81003 16-wk/Aug 28 12pm T

NEWPORT BEACH CAMPUS RM 113

**SPED C435—RHYTHMIC MOVEMENT**

**0.0 unit**

An aerobics class for students with developmental delays. Focus is on utilizing movement combined with a variety of musical rhythms to facilitate and strengthen the development of coordination, mobility, spatial orientation, body awareness, flexibility and socialization skills. Students enrolled in the course receive an individualized educational contract where course objectives are evaluated according to whether or not the objective/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80202 16-wk/Aug 30 9:30am-11:30am Th

LIBERTY PARK\*

**SPED C438—ADAPTIVE PHYSICAL EDUCATION 1**

**0.0 unit**

A basic motor skills program designed for students with developmental delays. Course focuses on the development of coordination, balance, conditioning, spatial orientation, and socialization skills utilizing sequential motor exercises and elements of structured sports activities. Students enrolled in the course receive an individualized educational contract where course objectives are evaluated according to whether or not the objectives/student outcomes are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80557 16-wk/Aug 31 6:15pm-8:15pm F

GARDEN VILLA\*

LEGEND:

- ELWYN, 18325 Mt Baldy Cir., Fountain Valley, CA 92708
- ENCORE, 15241 Springdale St., Huntington Beach, CA 92649
- GARDEN VILLA, 13051 Wilson St., Garden Grove, CA 92844
- HYLOND HOME, 9861 11th St., Garden Grove, CA 92844
- LIBERTY PARK, 13900 Monroe St., Westminster, CA 92683
- WESTVIEW, 8291 Westminster Ave., Westminster, CA 92683

**SPED C450—CUSTOMS, CULTURES, AND HOLIDAYS****0.0 unit**

Designed to provide the student with developmental delays an understanding of the customs and cultures of various nationalities, ethnic, and religious groups; course will utilize holidays as a focal point for exploring customs, art, music, food, and special traditions. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80514 16-wk/Sep 2 6pm-8pm Sun

HYLOND HOME\*

**SPED C451—PERSONAL AND SOCIAL DEVELOPMENT****0.0 unit**

Course designed to assist students with developmental delays in acquiring skills necessary to establish and maintain productive interpersonal relationships. Includes social interaction as well as basic etiquette and manners related to home, community, and vocational settings. Students enrolled in the course receive an individualized educational contract where course objectives and student learning outcomes are evaluated according to whether or not they are targeted, satisfied, not satisfied, deferred, or not applicable. Noncredit. Not graded. (NOT DEGREE APPLICABLE.)

80221 16-wk/Aug 27 9:30am-11:30am M

LE-JAO CAMPUS RM 207

81086 16-wk/Aug 29 9:30am-11:30am W

WESTVIEW\*

80976 16-wk/Aug 31 9:30am-11:30am F

LE-JAO CAMPUS RM 202

**SPEECH • SEE COMMUNICATION STUDIES****SUPPLY MANAGEMENT • (714) 241-6209****SM C101—PRINCIPLES OF LOGISTICS/SUPPLY CHAIN MANAGEMENT****3.0 units**

(Same as MS C171) This course encompass purchasing, operations, and logistics activities and explains how these aspects of supply-chain activity are accomplished effectively and efficiently. The course follows a natural flow through the supply chain, demonstrating the practical applications of supply-chain management in the workplace. Graded or Pass/No Pass option.

Transfer Credit: CSU.

-CRN 80469 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80469 16-wk/Aug 27 3 hrs and 10 min/wk arr.

ONLINE

**THEATER ARTS • (714) 241-6213****THEA C100—INTRODUCTION TO THEATER****3.0 units**

A course designed for those who wish to explore the performing arts with special attention given to a survey of all the contributing elements in a production, such as, stage craft, direction and the actor's contribution. Attendance at a live theatrical performance is mandatory at student's expense. Graded or Pass/No Pass option. Transfer Credit: CSU;^UC.

-CRN 81148 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

81148 8-wk/Oct 22 6 hrs and 30 min/wk arr.

ONLINE

## LEGEND:

HYLOND HOME, 9861 11th St., Garden Grove, CA 92844

WESTVIEW, 8291 Westminster Ave., Westminster, CA 92683

## VIETNAMESE • (714) 241-6184

### **VIET C160—VIETNAMESE FOR VIETNAMESE SPEAKERS**

**5.0 units**

Formerly VIET C260. VIET C160 is designed to enrich the communication skills of the Vietnamese bilingual student. The course focuses instruction on improving the communication skills in formal and familiar ways of speaking, reading, using correct grammar, spelling, vocabulary building, and composing. The course explores culture through readings, plays, and films. Class is conducted primarily in Vietnamese. **ADVISORY:** Native or near-native fluency in Vietnamese recommended. Graded or Pass/No Pass option. Transfer Credit: CSU.

80411 16-wk/Aug 27 12:30pm-3pm MW

LE-JAO CAMPUS RM 217

### **VIET C180—ELEMENTARY VIETNAMESE 1**

**5.0 units**

This course is designed to develop the student's fundamental ability to both comprehend and converse in daily spoken Vietnamese. Early reading and writing skills are introduced as well as customs and cultures of the Vietnamese-speaking world. **ADVISORY:** Students who have completed two years of high school Vietnamese with a grade of 'C' or better should enroll in VIET C185. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

-CRN 80175 may have one or more onsite meetings which may include orientations, reviews, and/or exams. On-site exams that are paper-based may require the student to find a proctor. Refer to the course webpage, the student handbook, and/or the 'Testing Times' webpage <http://www.coastline.edu/students/distance-learning-testing-times> for details.

80175 16-wk/Aug 27 5 hrs and 20 min/wk arr.

ONLINE

### **VIET C185—ELEMENTARY VIETNAMESE 2**

**5.0 units**

Advanced beginning course emphasizing correct pronunciation, basic structural patterns, and vocabulary development necessary for the writing and understanding of elementary Vietnamese. Simple supplementary readings on Vietnamese culture and civilization will be included. **PREREQUISITE:** VIET C180 or C180B with a grade of C or better or equivalent competency. Graded or Pass/No Pass option. Transfer Credit: CSU; UC credit limitations (see counselor).

80808 16-wk/Aug 28 12:30pm-3pm TTh

LE-JAO CAMPUS RM 217

# DISTANCE LEARNING

FALL  
2018

# Guide



## How to begin

1. New and returning students apply at: [www.coastline.edu](http://www.coastline.edu) and click "Apply to Coastline"  
NOTE: Continuing students (enrolled during term) do not need to reapply.
2. Register at: <http://myccc.coastline.edu/>  
NOTE: All students will receive an appointment to register for classes by mail or email.
3. Buy your textbooks and other materials at: [www.coastlinebookstore.com](http://www.coastlinebookstore.com)
4. Start reviewing your course website approximately one week prior to the course's start date at: <http://myccc.coastline.edu/>

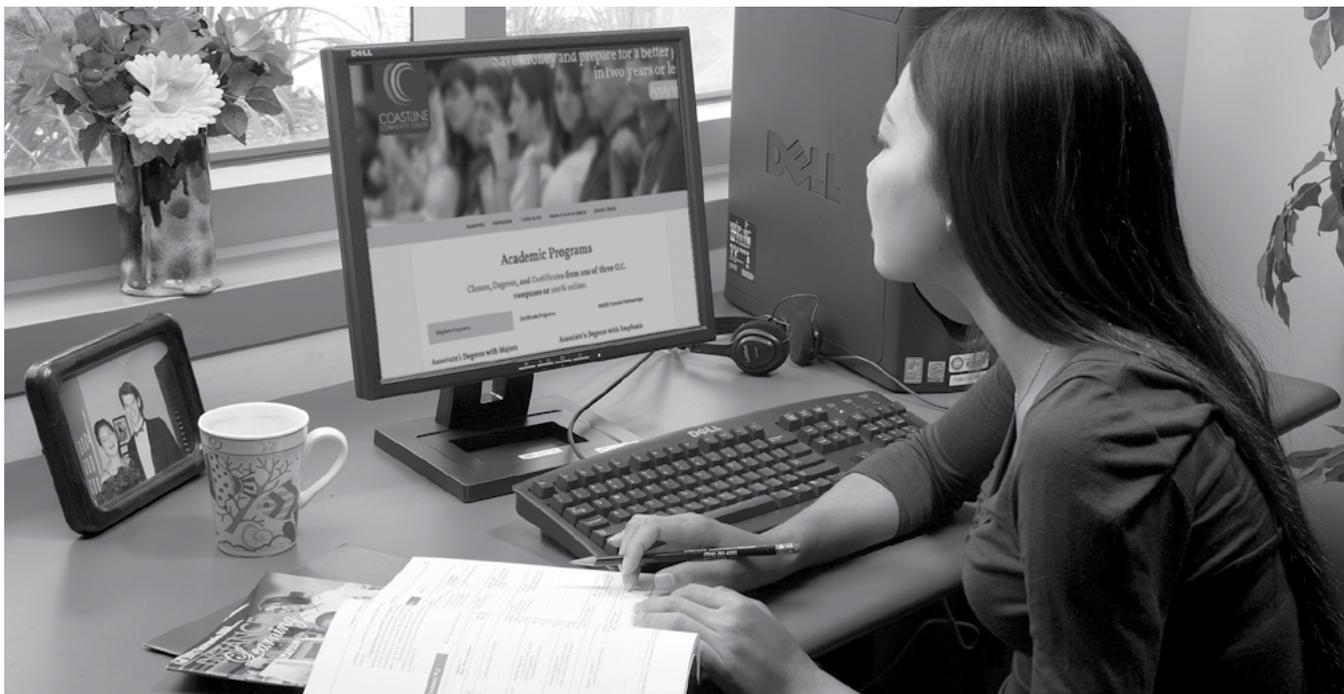
## Need help or have questions?

Assistance of a technical nature, such as logging in or accessing your course website, is available by calling (714) 241-6216.

You may also email us at: [dlearning@coastline.edu](mailto:dlearning@coastline.edu)



# DISTANCE LEARNING



## Benefits of Distance Learning

- **Convenient, flexible options for completing your degree requirements.** Just turn on your laptop or tune-in to your telecourse when it's most convenient for you, day or night!
- **You won't miss a thing!** You no longer have to worry about what you're missing in class, because you control when you go to class. And, if you need assistance, your instructor is available.
- **Your education won't interfere with your work or family commitments.** 56% of all Coastline students work full-time, & many choose DL as a way to fit classes into their busy schedule.

- **A technology-enhanced learning experience.** Coastline's DL courses were created to make learning convenient and fun, and utilize the latest technology.
- **Inexpensive.** Coastline's Distance Learning courses cost the same as Coastline's other courses, as little as \$46 a unit for California residents. Plus, many students qualify for financial aid!

## Other Benefits

- Convenient, flexible options for fulfilling degree requirements.
- Academically proven, well-produced curricula developed by college faculty, scholars, practitioners and instructional design specialists.

- Opportunity to attain educational/career goals without sacrificing full-time employment or family.
- Technology-enhanced learning experience.
- Opportunities for K-12 teacher credentialing and salary advance credit.
- Programs tailored for highly motivated, committed, goal-oriented learners.
- More accessible learning options for students with disabilities.

## Distance Learning Course Modalities

- Online/Internet
- Telecourse/Cable TV
- Independent Study
- Hybrid

## Questions? Need more information?

Visit our website at: [www.coastline.edu/students/distance-learning/](http://www.coastline.edu/students/distance-learning/) or call (714) 241-6216.

# DEGREES & CERTIFICATES

The following certificates and Associate's degrees can be completed entirely through **distance learning** courses.

## AA with Area of Emphasis

- American Studies
- Arts and Humanities
- Communications
- Physical Education and Health
- Science and Math
- Social and Behavioral Science

## AA with Major

- Art
- Business Administration
- Economics
- English
- Gerontology
- Health and Fitness
- History
- Human Services
- Liberal Studies (for teacher prep)
- Mathematics
- Psychology
- Sociology

## Certificates of Specialization

- Advanced Accounting
- Intermediate Accounting

## Certificates of Achievement

18 units or more (may also be applied as a major)

- Accounting
  - General Accounting
  - Bookkeeping
  - Taxation
- Business
  - General Business
  - Human Resources Management
  - Marketing
  - Business Administration
- Business Information Worker
- Emergency Management/Homeland Security
- Entrepreneurship and Small Business Management
- Gerontology
- Logistics/Supply Chain Management
- Management
- Management & Supervision
- Office Support Specialist
  - Administrative Professional (Assistant)
  - General Office Manager
  - Financial Assistant
  - Financial Manager
  - Administrative Manager
- Process Technology
- Retail Management



**Distance Learning courses fulfill degree and transfer requirements. Coastline offers a comprehensive selection of distance learning courses that allow you to meet nearly all requirements for an associate degree or for transfer to the CSU or UC systems. Students should check with their schools for course transferability.**

**NOTE:** These are all “Option 1” degrees, since Coastline does not have a public speaking class in distance learning format which fulfills the CSU Oral Communications requirement. (Please consult with a counselor to confirm your degree requirements.) Some distance learning courses require students to complete exams on campus, at examination centers, or in the presence of a proctor.

# ONLINE COURSE INFORMATION

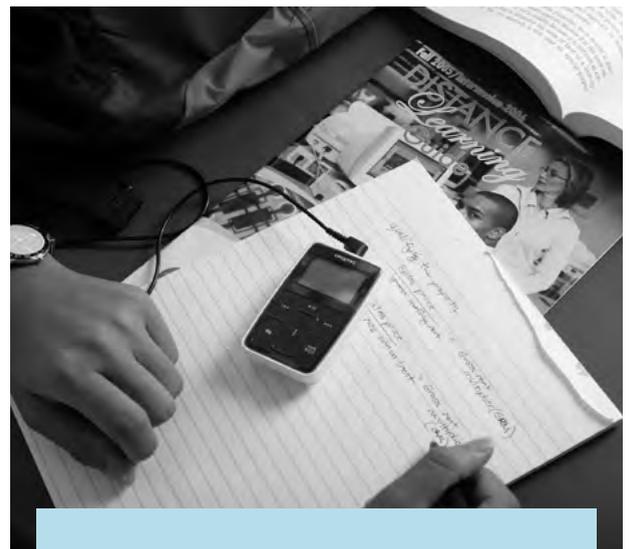
Online courses have teaching materials and assignments delivered online. Students interested in enrolling in an Online course must have:

1. Access to a multimedia computer with a sound card and speakers. Optimally you should have a computer with at least a 1GHz processor, 1 GB of Ram, and a high speed Internet connection such as DSL or Cable.
2. A basic understanding on how to use the Internet, a Web browser, and email in order to concentrate on the course study, not the technology.
3. Full service connection to the Internet via an Internet service provider such as Verizon, AT&T, Time Warner/RoadRunner, dishNET, etc.
4. A current version of a Web browser such as Microsoft® Internet Explorer 7, 8, or newer, Firefox® (version 6 or better), Chrome, Safari, or another up-to-date browser.
5. A current version of Adobe Acrobat Reader, and Windows Media Player (or Adobe Flash Player) to access supplemental material and reviews. These are free downloads available online and links are provided to download sites.
6. Please call the Distance Learning Technical Helpline at (714) 241-6216 with any questions regarding the hardware and software required or to learn if your system meets the requirements necessary to access the online courses.

**REMINDER:** Please be sure to check your college email account often as this is how your instructors, and the college, will primarily be in contact with you.

Enrolled students can access some elements of their course websites beginning one week prior to the courses' start date for instructions and to complete the Letter of Agreement form. For tips on getting started, go to <http://www.coastline.edu/students/distance-learning/>.

Students who do not have access to a computer or the Internet may be able to use a computer at one of Coastline's Student Success Centers. For more information, go to <http://www.coastline.edu/services/student-success-center/>.



## INDEPENDENT STUDY COURSES

Course syllabus, assignments and exam information are contained in student handbooks.

Instructor contact is through mail, telephone, fax, or email.

# TELECOURSE INFORMATION



## Telecourse info

Telecourses are distance education courses delivered through pre-produced videolessons that augment the textbooks, study guides and course assignments. Students who enroll in this learning delivery method interact with their instructors via phone, email or fax. Students may mail in quizzes or take them online. Some students may qualify to take examinations by proctor.

Students have multiple opportunities for viewing and reviewing telecourse videolessons.

- CABLE refers to the Coastline Cable Station which broadcasts through Time Warner Cable within the cities listed below:

Costa Mesa (Channel 27), Fountain Valley, Garden Grove, Huntington Beach, Midway City, Seal Beach, Stanton, and Westminster (Channel 95 or QAM Channel 16.105)

Effective October 2013, Time Warner Cable will begin a digital broadcast format which may require a digital adapter. For more information, please contact your cable company.

- Telecourse series produced by Coast Learning Systems and Dallas Telelearning are available for viewing through the course website. Log into MyCCC and follow the links to the course you are enrolled in.
- Telecourse series produced by Annenberg Learner are available for online viewing through <http://learner.org>.
- Select Telecourse series are available for purchase through the Coastline Bookstore, [coastlinebookstore.com](http://coastlinebookstore.com) or call (714) 241-6101.

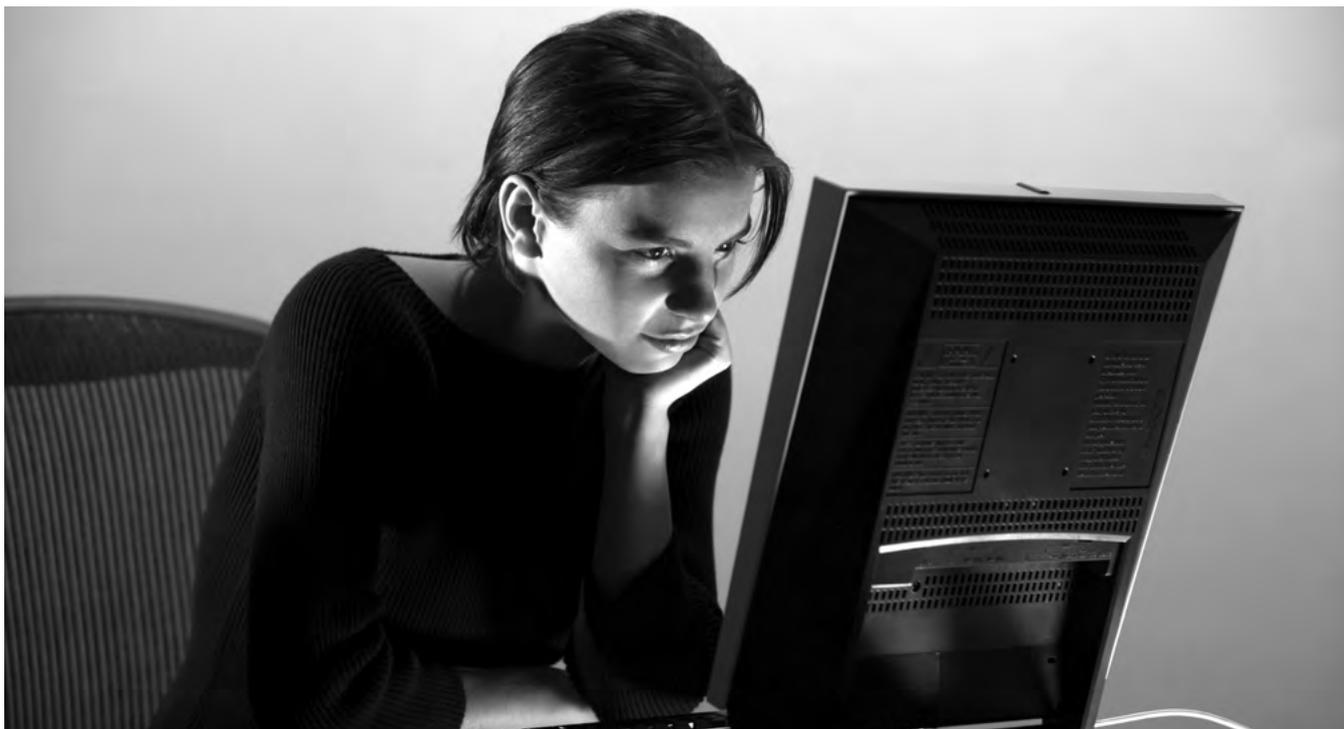
## Don't have access to the CABLE broadcast option?

Try Distance Learning Viewing Centers. Select telecourse series are available for a reasonable fee through the Coastline Bookstore, (714) 241-6101. Select telecourse series are available for online viewing through Annenberg Learner. For more information, visit their website at [www.learner.org](http://www.learner.org). Select telecourses are available for online viewing through the course website. Log into MyCCC and follow the links to the course you are enrolled in.

### VIEWING CENTERS (call for hours):

- **Coastline Assessment Campus**  
11460 Warner Avenue, Fountain Valley, 92708  
(714) 241-6285
- **Garden Grove Campus**  
12901 Euclid Street, Garden Grove, 92840  
(714) 241-6209
- **Le-Jao Learning Campus**  
14120 All American Way, Westminster, 92683  
(714) 241-6184
- **Golden West College Library**  
15744 Goldenwest Street, Huntington Beach, 92647  
(714) 895-8741
- **Orange Coast College Library**  
2701 Fairview Road, Costa Mesa, 92626  
(714) 432-5885

To see when our telecourse videos will play on Time Warner Cable, go to <http://www.coastline.edu/students/distance-learning/> and click on "How to View Telecourse/Cable Videos"



## Course Videos Available Online

The following video series are available as streaming media through the Coastline College Distance Learning website (requires Internet access. Some videos will require Windows Media Player. Some videos will require Adobe Flash).

### Course Number/Video Series Title

Anthropology C100—Our Diverse World  
 Anthropology C185—Evolving Human  
 Biology C100—Cycles of Life  
 Business C100—It's Strictly Business  
 Business C120—Dollars & Sense  
 Business C150—Concepts in Marketing  
 Counseling C105—Mastering the College Experience  
 Food & Nutrition C170—Nutrition Pathways  
 Health C100—Journey to Health  
 History C170—Shaping America  
 Management & Supervision C100—Taking the Lead  
 Marine Science C100 —The Endless Voyage  
 Mass Communications—Media Waves  
 Math C005—Basic Mathematics  
 Math C008—Pre Algebra  
 Math C010—Elementary Algebra  
 Math C115—College Algebra  
 Math C160—Introduction to Statistics  
 Math C170—Pre Calculus  
 Philosophy C115—Logic and Critical Thinking  
 Psychology C100—The Human Experience  
 Psychology C116—Stepping Stones  
 Psychology C118—Transitions through the Life Span  
 Sociology C100—Exploring Society  
 Sociology C110—Our Families, Ourselves

The following video series are available as streaming media through the Annenberg website <http://www.learner.org/resources> (requires Internet access).

### Course Number/Video Series Title

Geology C105—The Earth Revealed  
 History C180/C185—The Western Tradition  
 Philosophy C120—Ethics in America  
 Sociology C120—Growing Old in a New Age  
 Spanish C180/C185—Destinos

## Cable Channel Information

To view the cable channel, students must be subscribers to Time Warner Cable AND live in Costa Mesa, Fountain Valley, Garden Grove, Huntington Beach, Midway City, Seal Beach, Stanton or Westminster. Effective October 2013, Time Warner Cable will begin a digital broadcast format which may require a digital adapter. For more information, please contact your cable company.

The CABLE broadcast option is available through Time Warner in:

Costa Mesa .....	Channel 27
Fountain Valley .....	Channel 95
Garden Grove.....	Channel 95
Huntington Beach .....	Channel 95
Midway City.....	Channel 95
Seal Beach.....	Channel 95
Stanton .....	Channel 95
Westminster .....	Channel 95

# TEXTBOOKS

Distance Learning students have **2** ways to order/receive their textbooks!

**1**

or

**2**

## Instructions for ordering online

1. Go to <http://www.coastlinebookstore.com>, hover your mouse cursor over “Textbooks,” and click on “Find Textbooks.”
2. Click “Select A Campus,” and then click on “Coastline Community College.”
3. Select your Term (e.g., Fall 2014), Department, Course, and Section #, then click “Find Materials For 1 Course.” All your required, recommended, and suggested textbooks and supplies for that course will be displayed.
4. Once you have selected your preferences (e.g., New, Used, eText, Rent), click on “Add Items to Cart.”
5. To order books for another class, click on “Find Textbooks” again and repeat the process above.
6. Once you finish putting all your course materials into your cart, click on “Checkout.”
7. You’ll be asked to log in, create an account, or you can continue as a Guest. Fill out the online form and submit.
8. Make any adjustments necessary to your order and follow the instructions to complete your purchase.
9. Remember to save any record of your purchase (one good reason to create an account).

## Students who live within traveling distance of the College Center in Fountain Valley can shop in the Bookstore, located on the first floor.

- Distance Learning students are encouraged to take advantage of ordering their course materials online.
- The majority of textbooks are expected to be in stock approximately two to three weeks before the date the classes begin.
- Orders can be placed as soon as the upcoming term has been updated to the Bookstore website.
- There is a normal turnaround period of two working days before orders leave the Bookstore. This turnaround can increase with the number of arriving orders, especially in the few days before the session begins. Order early.
- Textbook sell back information can be found online at [www.coastlinebookstore.com](http://www.coastlinebookstore.com).

**NOTE:** Students enrolled at Coastline through Military Programs, go to [Military.Coastline.edu](http://Military.Coastline.edu) for textbook information.

## SELECT TELECOURSES AVAILABLE ON DVD AT THE COASTLINE BOOKSTORE

Course Number & Title.....	Telecourse Title
Anthropology C100—Cultural Anthropology.....	Cultural Anthropology: Our Diverse World
Anthropology C185—Physical Anthropology .....	Physical Anthropology: The Evolving Human
Biology C100—Introduction to Biology .....	Cycles of Life: Exploring Biology
Business C100—Introduction to Business.....	It’s Strictly Business
Business C120—Personal Finance.....	Dollar\$ & Sense: Personal Finance
Business C150—Introduction to Marketing .....	Concepts in Marketing
Counseling C105—Strategies for College Success .....	Mastering the College Experience
Food & Nutrition C170—Nutrition .....	Nutrition Pathways
Health C100—Personal Health .....	Journey to Health
History C170—U.S. History to 1876 .....	Shaping America
Management and Supervision C100—Business Organization and Management.....	Taking the Lead
Marine Science C100—Introduction to Marine Science .....	The Endless Voyage
Political Science C180—American Government.....	Voices in Democracy
Psychology C100—Introduction to Psychology .....	Psychology: The Human Experience
Psychology C116—Child Growth & Development.....	Child Development: Stepping Stones
Psychology C118—Life Span Developmental Psychology.....	Transitions through the Life Span
Sociology C100—Introduction to Sociology.....	Exploring Society
Sociology C110—Marriage and Family .....	Our Families, Ourselves

More information is available at [www.coastlinebookstore.com](http://www.coastlinebookstore.com)

# PROCTOR INFO



## Rules and Procedures

If you are a local resident and your zip code matches any of those listed below, you will be expected to complete your midterm and final exam(s) with your instructor(s) on the day, time and locations listed in the course syllabus. That means you do not need this form. Students who complete this form and live within these zip codes will have their form denied and returned.

900XX, 901XX, 902XX, 903XX, 904XX, 905XX, 906XX,  
907XX, 908XX,

910XX, 911XX, 912XX, 917XX, 918XX, 926XX, 927XX,  
928XX

If you live out of the area and your zip code does not match any of the areas listed above, you may choose to use this form in order to have your exams proctored by an appropriate proctor. It is the responsibility of the student to verify that the proctor meets the requirements listed for acceptable proctors (please see form). If the person chosen does not meet the requirements, this form will be denied and returned to the student.

It is the student's responsibility to return the completed proctor form to the Distance Learning department. If the student is enrolled in a 16-week course, the form is due by the second Friday from the start date of the course. If the student is enrolled in a course of any other length, the form is due by the first Friday from the start date of the course. Students who fail to return the proctor form by the stated due dates will cause the mailing of their exams to be delayed. This may result in a penalty for completing exams late. The exams will be delivered to the proctor via USPS (United States Postal Service).

Students with questions regarding proctored exams or the Student/Proctor Agreement form, go to <http://www.coastline.edu/students/distance-learning/proctor> or call (714) 241-6216.

## Additional Proctor Information

Completion of the Proctor Agreement Form ensures the Distance Learning Department that the registered student has selected a proctor (examination supervisor) who meets criteria to administer the midterm and final examinations. The exams must be mailed to the institution where the proctor is employed as an educator. If any other mailing address is listed, the mailing of exams will not take place. The proctor form will be rejected and returned to the student. Exams are due back in the Distance Learning Department by the date the exams are being administered to the local students, unless otherwise noted on the course website or in the Student Handbook for the course. This date can be determined by going to the Testing Times page on the Distance Learning website. The student and proctor must adhere to these exam dates or a penalty of 10% may be assessed. For the student who is proctored, the midterm and final examinations will not be at a Coastline testing site.

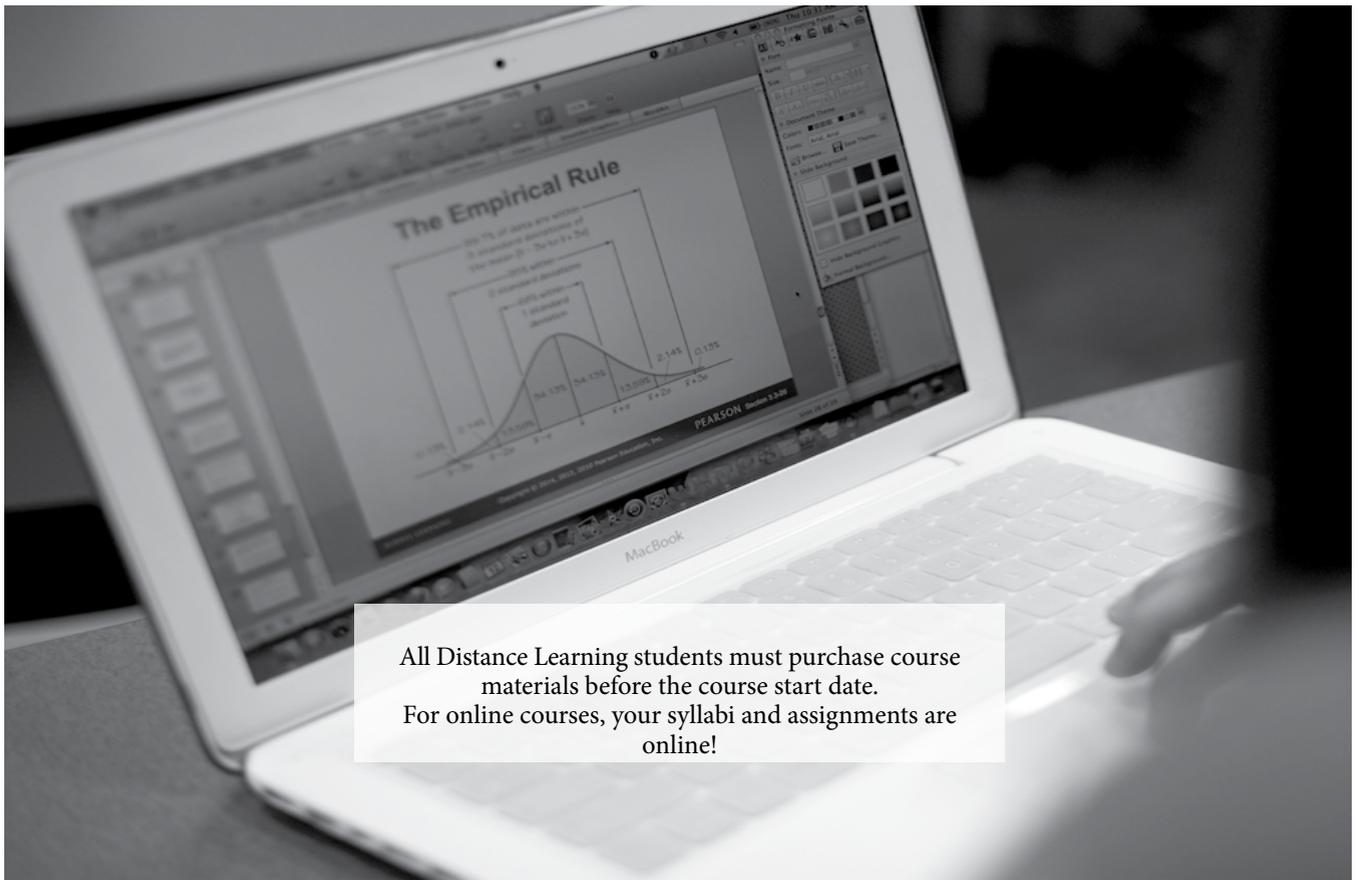
## Who Qualifies to be a Proctor?

The proctor must be a teacher, librarian, testing coordinator, or administrator from a community college, university, elementary/secondary school, OR Military Educational Services Officer or test administrator.

The individual selected as the proctor cannot be a current student with Coastline, cannot be a relative of the student, nor live at the same address as any Coastline Community College student, as that would jeopardize or violate the academic honesty policy of Coastline Community College.

## Academic Honesty

The Distance Learning Department reviews each proctor agreement form and will determine if the criteria have been met. If the criteria have not been met, the student will be notified for the next appropriate action. The signed form is a binding agreement between the proctor and Coastline Community College to ensure the confidentiality and academic integrity through proper administration of examinations. The proctor is expected to prevent acts of academic dishonesty from the following: cheating, plagiarism, stealing or copying an exam and/or engaging in collusion.



All Distance Learning students must purchase course materials before the course start date. For online courses, your syllabi and assignments are online!

# Frequently Asked Questions

## Distance Learning Programs

### **What are the differences between Online, Independent Study, Cablecast and Telecourses?**

Online courses are primarily completed through the course website. There are instances when students will be required to take an exam in person with the instructor or a proctor. Independent Study courses follow a student handbook and generally mail in coursework. Cablecast and Telecourses follow a student handbook, view videolessons, and submit coursework through the mail. Independent Study, Cablecast and Telecourses offer some select online services.

### **Will I need to come to one of Coastline's campuses to take an exam?**

This varies. Some classes, such as Telecourses, require local or non-proctored students to take exams at the college's Garden Grove, Le-Jao, or Newport Beach campuses. Other courses, such as Internet courses, may require students to attend review and/or exam sessions at one of these campuses.

Complete information, for Telecourse and Cablecast courses, is available in the student handbook that you purchase from the college Bookstore. Internet courses, which don't have handbooks, list review and/or exam information at:

**<http://www.coastline.edu/students/distance-learning/distance-learning-testing-times/>**

### **I live really far away. Do I have to come in and take my midterm and final?**

Students who do not live in Los Angeles or Orange counties or surrounding areas may submit a proctor agreement form by mail. Refer to "the Student/Proctor Agreement Form" for more information.

### **I can't make it to the scheduled exam. What should I do?**

You may be able to schedule an alternate exam by going to the Distance Learning department's website: [dl.coastline.edu](http://dl.coastline.edu), click on the 'Schedule Alternate Exams' link and follow the instructions.

Please note, however, that there may be a 10% penalty for any student completing a midterm or final exam more than seven days after the regularly scheduled exam, unless otherwise noted by the instructor. If you are taking your exam late, it is your responsibility to confirm that your instructor will accept it at that time. Students must present written approval from their instructor to complete an exam after the course has ended.

**How do I know what books and materials to buy, and how will I get them if I am out of the area?**

Students may purchase their books and materials online. The Coastline Community College Bookstore website is: [www.coastlinebookstore.com](http://www.coastlinebookstore.com). You will find information about what books and materials are required for your course(s) on the website. Refer to page 75.

**If I don't live in Orange County, may I still enroll in a telecourse or cablecast course?**

Yes. While telecourses and cablecast courses only broadcast on a local cable channel, students who live outside the area have the option to purchase a complete DVD or CD-ROM set through the Coastline College Bookstore or view the videolessons online (these options are not available for all courses).

**I am taking an online course. Am I still able to submit my quiz on a Scantron?**

No. Online classes are done strictly on the Internet. The syllabus is online as well as the quizzes. One advantage of an online course is that you receive immediate feedback after submitting your quiz.

**I tried to submit my quiz but the website is not responding. What do I do?**

If you are experiencing technical difficulties, please contact the Distance Learning office at (714) 241-6216.

**What if I am late turning in a quiz or an assignment?**

Communicate directly with your instructor.

**If I submit my quiz on a Scantron, how will I know my score?**

As long as the Scantron is filled out correctly and submitted to the Distance Learning Department by the due date, students will receive correspondence in the mail regarding their total score. Be sure to include name, student ID number and quiz number in the spaces provided on the Scantron form. Depending on the course, students may also view scores on the course website. Please allow 7 to 10 days for these scores to be posted from the date you mailed your quiz. Late quizzes are scored and posted last and won't meet this schedule.

**I may need an early grade report. May I get one with a Distance Learning course?**

Arrange this directly with your instructor.

**I work full-time and have kids. How will the Distance Learning Program work for me?**

By taking classes via the Internet, watching cablecast courses or videos aired on the television, or participating in the Independent CD-ROM courses, students can get the education they need with the flexibility of working around their busy schedules. Keep in mind: if you are a local student, you may be required to come in to one of our campus for the midterm and final exam.

**I get off work at 5 p.m., and your office closes at 5 p.m. What do I do about turning in my assignment?**

If your course requires you to submit an assignment that cannot be turned in through the course website, you may mail in your assignment(s), or there is also a mailbox conveniently located outside of the Coastline College Center in Fountain Valley.

**What is my student identification number?**

Your 8-digit student identification number is supplied to you by Coastline after you've been admitted to the school.

**I am registering late, and the class I want is closed. Am I able to petition the course?**

Unfortunately no, as many distance learning classes reach a maximum number of students. You may check to see if the class you want has a section which starts on another date. Many of our classes are not only offered as 16-week sections, but 8-week sections as well within the same term. Some classes will be considered 'Closed' or 'Cancelled' for a variety of reasons. Therefore, be prepared to enroll in an alternate class if your first choice is unavailable. English classes are popular and will fill up quickly!

**I don't live in California. Am I still able to take a telecourse?**

Yes. Students who live outside of California can enroll with Coastline. Also, students who live outside the local area and will not be able to take their midterm or final examinations with their instructors need to complete a "Student/Proctor Agreement."

**Since I am not in a classroom course, do I have an instructor and how will I keep in contact with my instructor?**

All distance learning courses are taught by credentialed instructors. Each distance learning instructor holds contact hours. Students may contact their instructors through voicemail, telephone, fax, email or in-person with an appointment. Many courses use online bulletin boards to hold discussion forums or to facilitate communication between students and between instructor and students.

**Can active-duty Servicemembers and military members take online courses through Coastline?**

Yes, in addition to our local programs, Coastline offers 8-week online courses to active-duty Servicemembers, Veterans, and family members worldwide. Visit our website for more information at: <http://Military.Coastline.edu>.

**Do I need prior computer experience in order to enroll in an online course?**

There is no need to be a computer expert but you do need to know:

- a. how to navigate the Internet
- b. how to use email
- c. how to download a program from the Internet and install it (typically this is free software)
- d. how to conduct a search on the Web

If a student is self-motivated, can follow instructions from the computer screen and likes to figure things out on his/her own—an online course will be an enriched educational experience.

**What equipment do I need to enroll in an online course?**

You need a 500 MHz (or faster) computer with (1) modem (56Kbps or faster), (2) sound card, (3) provide your own Internet connection, (4) provide a valid email address, and (5) appropriate software for course.

**I want to enroll in an Online course, but I do not have a computer or an Internet service provider. What can I do?**

To genuinely get the most out of this Distance Learning format, students should possess (or have access to) a computer with Internet capacities. Students who do not have access to a computer with Internet can use Coastline's Computer Labs at the Garden Grove; Westminster, Le-Jao; and Newport Beach Campuses. Another alternative is to check out Coastline's telecourses!

**If I run into computer or technical problems, is there help?**

Yes. There is limited technical support help for students. Students can access technical help by calling (714) 241-6216. A frequent technical difficulty students experience is not being able to access the course website. This may happen due to "peak" operation times or change in URL address. In most situations, students should reboot their computers to refresh access to the course website, or enter the course website outside of peak hours.

**Do Online courses cost more in registration than a classroom course?**

No. The registration fees for Internet, Telecourse, Cablecast, Independent Study and CD-ROM (self-study) courses are the same as a class offered on campus at Coastline.

**Will the college provide an email address for me?**

Coastline Community College, as part of the Coast Community College District, will provide an email account for all students. You may set up your email account after you've accessed <http://myccc.coastline.edu>.

**Is the coursework easier online?**

Course requirements and learning outcomes are comparable to that of a classroom course. Students who enroll in an online course may find their learning enriched because of the resources available online and accessibility to the instructor as well as student-to-student communication. The instructor may take their students on a virtual field trip or require a writing assignment that will take students to the virtual state capitol to an elected representative, or to a major corporation online.

**I just enrolled in an online course.**

How do I find out what to do for the course? Officially enrolled Online students can generally access their course site approximately one week prior to the start of the class. Online students are required to complete a "Letter of Agreement" online. Each Internet course has the course syllabus online to get students off to a great start; informing students of books required, reading assignments and activities.

**Will there be opportunities to communicate with other students enrolled online?**

Yes. Most online courses offer students the opportunity to discuss course topics via online forums, DL Student Message Board, and work on assignments together (team). Some instructors will schedule "live" chat sessions during the course. Some students have set up study groups online.

**When may I start my online course?**

Preparation for the course can begin prior to the start date. Most sites are open for review approximately one week prior to the start of the term.

**When may I take my first quiz?**

Four days prior to due date. Generally, online quizzes are available after the first week of class. Consult your course's Internet homepage for specific due dates.

**How can I ensure a timely response from my instructor to respond to my emails or messages left on the voicemail?**

When you contact an instructor, it may help if you remember a few tips. Be sure to include your full name, the name of the class, and state precisely what you need. For instance, try sending an email or leaving a message using this example, "Dear professor, my name is Joe Smith and I'm enrolled in this term's Zoology 199 class. My student identification number is xxxx-xxxx. I have a question about the assignment as indicated on the course Web page. My question is (xxxx). I would appreciate if you could respond when you are able. Thank you." If you've left a voicemail, be sure to include a phone number.

Also, please note that some instructors teach more than one class. Try to avoid indicating something like, "I'm enrolled in your class, and I have a question."

As far as when the instructor will respond to your email or phone call, please check the course website and/or the student handbook as the instructor may have indicated what day(s) he/she will respond to emails or voicemails. For an email, you may want to confirm that your email is actually working—are you sure you're receiving emails? If yes, check the junk email/spam folder. It's possible the instructor has already responded to your email, and his/her response is in that folder.

Sometimes, for reasons beyond anyone's control, faculty are not able to respond promptly. Illness is one reason.

**I did all that and I still can't get a response.**

We can understand your frustration, but please don't forget that faculty are under no compulsion to reply to your email or return your phone call when the term is over, on weekends, or when the college is closed such as during holidays.

You are urged to contact us either by email: [dlearning@coastline.edu](mailto:dlearning@coastline.edu) or by phone: (714) 241-6216. Please provide as much information as you are able: your name, your eight-digit student identification number, the class name, the instructor's name, and when and how often you attempted to contact the instructor, as well as anything else you feel is important. We, in the Distance Learning department, will acknowledge your email or phone call and attempt to answer your question or address your concern. If we can't, we will follow up with the instructor.

# Get transfer ready in as little as **2** years.

STAR 2.0 

The STAR Programs at Coastline Community College offer a unique curriculum tailored to on-site students. With guaranteed classes, tutors in the classrooms, and dedicated counseling staff, STAR makes it easy to succeed.

## Choose your path:

- 1** **PSYCHOLOGY**  
Psychology is the study of the human mind, or psyche. Learn the principles of Psychology from experienced instructors, and get familiar with career opportunities in this ever-growing field. 
- 2** **BUSINESS ADMINISTRATION**  
Want to start your own business? Interested in marketing, management, or accounting? Get introduced to the field of Business and complete prerequisite courses so you can transfer into a 4-year Business program. 
- 3** **COMMUNICATION STUDIES**  
Communication Studies empowers students with the tools to analyze and improve communication in their personal, academic, public, and professional interactions. 
- 4** **HISTORY**  
A major in history provides students with skills in historical research and analysis, a chronological understanding of the past, and factual knowledge of specific historical periods. 
- 5** **SOCIOLOGY**  
Sociology students will examine a variety of social institutions, including family, religion, and education, and will gain a better understanding of the roles played by social class, gender, and race in shaping social interactions. 

## CONTACT US!

OutreachCCC@coastline.edu | 714.546.7600 | www.coastline.edu/STAR

# ASSOCIATE DEGREE PROGRAMS

Coastline Community College awards the degree of Associate in Arts for Transfer, Associate in Science for Transfer, Associate of Arts, and Associate of Science. The degrees are designed to provide students with the necessary skills to compete successfully in a culturally diverse and global job market. Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics;

to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding. In addition to these accomplishments, the student shall possess sufficient depth in a field of knowledge to contribute to lifetime interest.

In accordance with law and with rules and regulations of the Board of Governors of the California Community Colleges and the Board of Trustees of the Coast Community College District, the requirements for the degree of Associate in Arts and Associate in Science include the following:

**1. GENERAL EDUCATION:** Complete one of the three General Education options below.

- Option 1—designed for students who may not be planning to transfer to a four-year university. However, it may be appropriate for transfer to some independent colleges.
- Option 2—designed for students who are planning to transfer to a university in the CSU system. It may also be appropriate for transfer to some independent colleges.
- Option 3—designed for students who are planning to transfer to a university in the CSU or UC system. It also may be appropriate for transfer to some independent colleges.

**2. FIELD OF STUDY:** Complete the required courses in one of the fields of study below. All coursework must be completed with a grade of “C” or higher.

• **ASSOCIATE DEGREES FOR TRANSFER:**

- Business Administration
- Communication Studies
- Elementary Teacher Education
- English
- History
- Mathematics
- Physics
- Psychology
- Sociology
- Spanish

• **AREAS OF EMPHASIS:**

- American Studies
- Arts and Humanities
- Communications
- Physical Education and Health

- Science and Math
- Social and Behavioral Sciences

• **MAJORS:**

- Art
- Business Administration
- Economics
- English
- French
- Gerontology
- Health and Fitness
- History
- Human Services
- Liberal Studies
- Mathematics
- Psychology
- Sociology
- Spanish

• **CAREER PROGRAMS:**

- Accounting**
  - General Accounting
  - Bookkeeping
  - Taxation
- Building Codes Professional Business**
  - Business Administration
  - General Business
  - Human Resources Management
  - Marketing
- Computer Networking**
  - Cisco
  - Cybersecurity
  - Microsoft

- Electronics**
- Emergency Management/ Homeland Security**
  - Emergency Management/ Homeland Security

Criminal Justice—Contract Education only

- Entrepreneurship and Small Business Management**
- Gerontology**
- Health Care Management**
- Informatics**
- Logistics/Supply Chain Management Management & Supervision**
  - Management
  - Supervision and Management
- Paralegal Studies**
- Process Technology**
- Retail Management**

**3. UNIT REQUIREMENT:** Complete at least 60 units of acceptable college work with a minimum of 12 Coastline units.

**4. ELECTIVES:** Complete additional A.A. degree applicable courses needed to meet the 60 unit requirement.

**5. GLOBAL AND MULTICULTURAL STUDIES REQUIREMENT:** Complete at least 2.5 units from any of the following Global and Multicultural Studies: Anthropology C100, C150; Art C100, C101, C103, C104, C105, C109, C135, C136, C137, C138, C175, C233, C235, C236, C237, C260, C261, C262, C265; Criminal Justice C148; English C144, C145; Foreign Language—any over C100; Geography C185; Gerontology C140; History C115, C122, C124, C128, C130, C160, C165, C180, C185; Humanities C100; Human Services C100; Music C103; Philosophy C100, C113; Sociology C130

**6. ADDITIONAL GRADUATION REQUIREMENTS:**

- Earn an overall grade point average of 2.0 or higher from all colleges attended and a 2.0 or higher grade point average at Coastline.
- Forward all official college transcripts from other colleges attended to Coastline.
- Be in good academic standing (not on probation and/or disqualification) during the semester graduation is petitioned.
- Petition for the degree in the beginning of the semester in which final requirements will be completed.

This information is subject to change. For the latest information, please check the Catalog or [www.coastline.edu](http://www.coastline.edu).



# Military Programs

## Your Partner in Education

With nearly 40 years of experience working with active-duty Servicemembers, Coastline offers a robust Military Distance Learning Program that supports the mobile lifestyles and educational goals of Servicemembers, their families, and Veteran students worldwide. Coastline is an approved institution in the SOC Degree Network System (SOCDNS), and our programs qualify for DoD Tuition Assistance, MyCAA, and VA benefits.

### Programs for:

- Air Force
- Army
- Coast Guard
- Marine Corps
- Navy
- Spouse/Dependents

## Get Started Today!

1. Select a degree and/or certificate program using our online road maps.
2. Apply, register, and submit payment (TA, VA, MyCAA, and FAFSA). Follow procedures found at <http://Military.Coastline.edu> for your branch of service or preferred delivery method:
  - a. Online
  - b. At sea without connectivity (NCPACE and CGAfloat)
  - c. Using a mobile device (PocketEd/Laptop)
3. Submit official college and military transcripts
4. Order your course materials
5. Begin your courses
6. Request your SOC Student Agreement and continue toward graduation

## Contact Us:

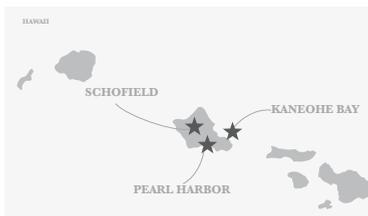
**Please contact us for degree road maps, current class schedules, or additional information about Coastline's Military Programs.**

**866.422.2645**

**Mil@Coastline.edu**

**<http://Military.Coastline.edu>**

## Military Student Advisors & National Test Centers Available Nationwide



# SEEKING A BACHELOR'S DEGREE ONLINE? CHECK THIS OUT!



## ASSOCIATE-TO-BACHELOR'S ONLINE DEGREE PROGRAM INCLUDES:

- Full- and Part-time Options Available
- No Application Fees
- Access to Online Resources and Libraries at Coastline and University
- Low, In-State/Online Tuition Rate at University
- Dedicated, Qualified Advisors from Coastline and University
- Personalized Associate-to-Bachelor's degree plan mapped specifically to your major for seamless transfer and timely degree completion

FINANCIAL AID AVAILABLE AT BOTH SCHOOLS

## GET STARTED TODAY!



# LEARNING 1<sup>ST</sup>

ONE PROGRAM...TWO DEGREES

YOUR ROAD TO A BACHELOR'S DEGREE BEGINS AT COASTLINE

714.241.6323

Learning1st@Coastline.edu

"Many adults dream about earning a Bachelor's degree, but their daily responsibilities leave them with no time to attend college. At Coastline, we strive to make the achievement of educational goals a reality through unique programs that meet the diverse needs of our students. Our Learning 1<sup>ST</sup> Program is an affordable, online option for busy adults (or for those who just do not want to go to a campus), and our University Partners are prestigious, highly respected institutions. Yes, you can earn your Associate and Bachelor's degrees...anytime, anywhere!" --Joycelyn Groot, Executive Dean



Earn an A.A. in Psychology at Coastline and transfer directly to Penn State World Campus to earn a:

- Bachelor of Science in Psychology with a:
  - Minor in Business
  - Minor in Life Science
- Bachelor of Arts in Psychology



Earn an A.A. in Human Services at Coastline and transfer directly to Troy University to earn a:

- Bachelor of Science in Human Services
- Bachelor of Science in Business Administration in Global Business with a concentration in Human Resource Management



In this Program, you will simultaneously earn an A.S. in Computer Networking and a:

- Bachelor of Science in Computer Science
- Bachelor of Science in Information Systems Security



Earn an A.A. at Coastline and transfer directly to UMASS Amherst to earn a:

- Bachelor in Business Administration with an Option in:
  - Accounting
  - Finance
  - Management
  - Marketing
  - Operations & Information Management



[www.Learning1st.org](http://www.Learning1st.org)



Earn Your  
**AT-T**  
in Elementary  
Education!

# TEACH<sup>3</sup>

## Your fast-track to a teaching career!

### Enjoy your teacher prep classes online

Coastline is the Distance Learning provider for TEACH<sup>3</sup> courses! This allows you to complete coursework online and attend class “virtually” whenever the time is right for you! No rushing to campus, no parking hassles, no long walks to a classroom. Coastline brings the class to you on your home or work computer! You won’t miss out on the bonding, camaraderie, group discussions or interaction that happens in traditional courses because Coastline’s unique Distance Learning program incorporates interactive features that get you involved with the subject, the instructor, and your classmates.

## FALL 2018 ONLINE CLASSES FOR TEACH<sup>3</sup>

Education C103—Introduction to Computers in Education: Technology Proficiency for Teachers 1

Education C104— Introduction to Teaching & Learning

Education C180—Family, School, Community Partnerships

Education C200—The Teaching Profession

Mathematics C104—Mathematics for Elementary Teachers

Mathematics C106—Geometry for Elementary Teachers

English C143—Children's Literature

Psychology C116—Child Growth and Development

Chemistry/Physics 140—Survey of Chemistry/Physics

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\*Math for teachers classes do not have to be taken in order. Check class listings for additional online classes aligned to meet GE and other subject matter requirements.

## ONLINE CLASSES FOR ECE (EARLY CHILDHOOD EDUCATION) UNITS

Education C180—Family, School, Community Partnerships

Psychology C116—Child Growth and Development

English C143—Children's Literature

Education C210—Introduction to Special Education

Health C100—Personal Health

TEACH<sup>3</sup> is a transfer program and pathway for Coastline, Golden West and Orange Coast College students seeking a career in education.

Coastline is the District's Distance Learning provider for TEACH<sup>3</sup> courses and all our TEACH<sup>3</sup> courses we offer are online. You can mix and match, taking some courses online at Coastline and others onsite at Golden West and Orange Coast, or take all your courses at Coastline.

Ultimate goals for TEACH<sup>3</sup> students vary

- Some are seeking a K-12 teaching credential,
- Others are working towards fulfilling ECE units,
- Some are fulfilling fieldwork requirements only,
- Others are currently paraprofessionals already in a classroom,
- Some are taking just a few courses to see if they want to pursue a credential or classroom career as a paraprofessional,
- Others are home-schooling parents looking to pick up some skills in teaching,
- Some students are working on our Certificate in Educational Studies only, and
- Some are already credentialed teachers, seeking an additional authorization for an existing credential.

Coastline's TEACH<sup>3</sup> is articulated with various pathways to classroom teaching including (but not limited to) CSU AA-T (Elementary Education), CSULB ITEP, CSULB Track I, CSUF Liberal Studies, CSUF Child Development, CSUDH Liberal Studies Major, Liberal Studies Online, Cal State TEACH, and other participating universities, public and private.

## Educational Studies Certificate of Accomplishment—a prize along the way towards a credential or a stand-alone certificate

For teacher credential candidates, paraprofessionals, tutors, home schooling parents, career changers or if you are thinking about a career in teaching or other related field in an educational setting, check our web page for current course offerings.

Due to constant changes in teacher education credential requirements check with counseling and/or TEACH<sup>3</sup> to make sure your course selections are aligned with your career and professional goals.

Credentialed teachers seeking add-ons to their existing credential, home schooling parents, tutors, parents—TEACH<sup>3</sup> has something for you!

To learn about other TEACH<sup>3</sup> courses and teacher credential transfer pathways:

- Email: [schard-yaron@coastline.edu](mailto:schard-yaron@coastline.edu) or
- Call (714) 241-6162 to schedule an academic counseling appointment

► Check out Coastline's TEACH<sup>3</sup> web space for details and course offerings for Summer 2018.

<http://www.coastline.edu/academics/teach-3>



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