CASCADIA COMMUNITY COLLEGE

CATALOG 2010-11

For more information, please visit: www.cascadia.edu

CASCADIA
COMMUNITY COLLEGE

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18345 Campus Way NE
Bothell, WA 98011
(425) 352-8000
info@cascadia.edu

www.cascadia.edu

CREATING OPPORTUNITIES
WASHINGTON COMMUNITY AND TECHNICAL COLLEGES

From The President

We are excited to celebrate Cascadia's 10th anniversary this year. Our first ten years have helped establish the college as a cornerstone of the community and we take an immense amount of pride in the thousands of graduates who have gone on to achieve success at 4-year colleges, in their careers, and in their lives. The sign of a quality institution is its quality students, and we have plenty. We also have excellent facilities, faculty, and staff to assist you with your academic goals and provide you with a high quality, affordable education.

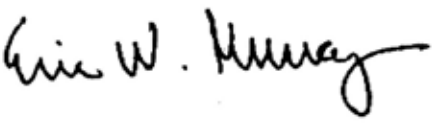
Just as students grow, learn, and change, so does the college. This year will be my first as Cascadia's president. I come to Cascadia after serving as the Vice President for Student Services at North Idaho College in Coeur d'Alene, ID. I am excited about taking on this new challenge. I look forward to working with students, faculty, and staff to continue to make Cascadia a vibrant learning environment.

With my new position comes the responsibility of assuring the quality education you'll receive, building on the relationships we have with our surrounding community, and helping the college manage its continued growth. I hope you will use the resources we provide to learn, to further your own goals, and to seek out an education that will help you succeed.

It is our commitment to support our students and to excite you about Cascadia. We are dedicated to helping you think critically, learn actively, interact in diverse and complex environments, and communicate with clarity and originality.

Please seek out any of the faculty or staff, including me, to help you reach your goals. Welcome.

Sincerely,



Eric W. Murray, Ph.D.
President, Cascadia Community College

Board of Trustees

Cascadia Community College Board of Trustees

The college is governed by a Board of Trustees, which is appointed by the Governor. The Board members are (top to bottom): Kirstin Haugen, Jean Magladry, Julie Miller, and Roy Wilkinson.

COMMON QUESTIONS

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2010-11 ACADEMIC CALENDAR

FALL QUARTER 2010

Sept. 6	Labor Day/*Cascadia Closed*
Sept. 7	First Day of Pre-Fall Classes
Sept. 16	Last Day of Pre-Fall Classes
Sept. 27	First Day of Fall Quarter
Nov. 11	Veterans' Day/*Cascadia Closed*
Nov. 12	Non-instructional Day/*No Classes*
Nov. 25-27	Thanksgiving Recess/*Cascadia Closed*
Dec. 10	Last Day of Fall Quarter

WINTER QUARTER 2011

Dec. 24	Christmas Eve/*Cascadia Closed*
Dec. 31	New Year's Day/*Cascadia Closed*
Jan. 10	First Day of Winter Quarter
Jan. 17	M. L. King, Jr. Holiday/*Cascadia Closed*
Feb. 18	Non-instructional Day/*No Classes, Offices Closed*
Feb. 21	Presidents' Day/*Cascadia Closed*
Mar. 25	Last Day of Winter Quarter

SPRING QUARTER 2011

Apr. 4	First Day of Spring Quarter
May 6	Non-instructional Day/*No Classes, Offices Closed*
May 30	Memorial Day/*Cascadia Closed*
June 17	Last Day of Spring Quarter
June 17	Commencement

ACCREDITATION

Cascadia Community College is accredited by the Northwest Commission on Colleges and Universities (NWCCU, 8060 165th Avenue NE, Suite 100, Redmond, WA 98052), an institutional accrediting body recognized by the Council for Higher Education Accreditation and/or the Secretary of the U.S. Department of Education.

EQUAL OPPORTUNITY ANTI-DISCRIMINATION

Cascadia is committed to creating a supportive environment for a diverse student, faculty, and staff population. Individual differences are celebrated in a pluralistic community of learners. Cascadia does not discriminate on the basis of race, color, religion, sex and/or gender, sexual orientation, national origin, citizenship status, age, marital or veteran status, or the presence of any sensory, mental or physical disability, or genetic information, and is prohibited from discrimination in such a manner by college policy and state and federal law. The following office has been designated to handle inquiries regarding non-discrimination policies and can direct inquiries to the appropriate office for ADA-related requests:

Director of Human Resources
Human Resources
Cascadia Community College
18345 Campus Way NE, CC2-280
Bothell, WA 98011
(425) 352-8880

CONTINUOUS ENROLLMENT POLICY

Students who have maintained continuous enrollment have the option of completing the program requirements in effect in the catalog at the time they first enrolled at Cascadia Community College or those in effect during the last quarter of attendance in which the program requirements were completed. Continuous enrollment is defined as registered in a credit course for at least one quarter in a calendar year culminating in the assignment of a decimal grade on the transcript. Returning students who have been absent from Cascadia in excess of three continuous quarters, must follow new program requirements.

CONTENTS DISCLAIMER

Cascadia Community College has made reasonable efforts to provide in this catalog information that is accurate. However, the college reserves the right to make changes in procedures, policies, calendars, requirements, programs, courses, and fees. When feasible, changes will be announced prior to their effective date, but the college assumes no responsibility for giving any particular notice of any such changes. Nothing contained herein shall be construed to create any offer to contract or any contractual rights.

LIMITATION 0F LIABILITY

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

A UNIQUE LEARNING ENVIRONMENT

Cascadia is a public community college offering two-year degrees for transfer to universities, certificate programs, basic education, and ESL for adults, and a broad range of non-credit courses and professional training. The college also conducts business-specific customized contract education and skill-training.

Cascadia is located along Beardslee Boulevard in Bothell, at the intersection of I-405 and SR-522. Co-located with the University of Washington Bothell, the campus location was planned to serve the fast-growing area of northeast King and south Snohomish Counties. Fifty-eight acres on the campus are under long-term restoration to high-functioning wetlands. A paved trail with educational signage borders the wetlands and is open to the public. The campus design has won the highest prize awarded by the American Institute of Architects for "drawing together the learning community and protecting their communal experience while retaining its connection to the world outside."

Cascadia's legislatively assigned service district includes the cities of Bothell, Woodinville, Kirkland, Kenmore, Duvall, Carnation, Sammamish, Redmond, and many smaller communities.

A LEARNING COLLEGE

Cascadia Community College was ranked No. 2 on Washington Monthly magazine's September 2007 list of "America's Best Community Colleges." The Washington Monthly is a national publication based in Washington, DC.

In an accompanying article, author Kevin Carey noted that Cascadia placed number two in the list of top thirty institutions, and in those measures correlated with student engagement and graduation rates (the extent to which teaching is "active and collaborative"), Cascadia topped the list.

The League for Innovation in the Community College selected Cascadia as one of 12 Vanguard Learning Colleges nationwide. This prestigious award was bestowed upon colleges proven to be student-focused and continuously striving for innovation and excellence.

GROUP WORK

Cascadia's students have flourished in an environment dedicated to learner-centered education. Cascadia believes that all students must develop the ability to work effectively in small groups. Teamwork furthers each of the core learning outcomes and is a vital skill for tomorrow's workplace. Employers consistently say that the ability to communicate, problem-solve, make decisions, and interact with diverse viewpoints in a group setting is vital to being successful in the workplace. Students will find classes throughout Cascadia's curriculum that require them to work in groups on a variety of projects.

eLEARNING

Cascadia Community College offers flexible learning through online, hybrid, and web enhanced courses. Online courses can be an attractive alternative to commuting to campus. Hybrid courses, which blend classroom and online instruction, also give students greater flexibility. Visit the eLearning website to see if online or hybrid learning is right for you.

LEARNING COMMUNITIES

Learning Communities offer an alternative to the traditional individual course approach. These programs are based on specific themes, and synthesize knowledge and ideas across different disciplines. Learning Communities are a cohort of students enrolled in two classes in which they experience an explicitly designed common theme that links the two content areas. Students learn to understand patterns and make connections among different schools of knowledge, and to integrate their studies with personal experience. A typical Learning Community might meet two days a week for four hours daily. The course may include workshops, seminars, lectures, online assignments, field trips, group projects, and writing assignments. Seminars play a crucial role in the learning process. Participants learn to analyze and critique arguments, cooperate in group discussion, read critically, and debate logically. Writing assignments and group projects allow students to clarify and express their ideas and make connections among many subjects. Learning Communities represent an integrated educational approach.

STUDY ABROAD

Cascadia Community College, by membership with the Washington State Community College Consortium for Study Abroad (WCCCSA), offers quarterly study abroad options. Students earn credit when studying abroad in places such as England, Italy, Costa Rica, Spain, Australia, New Zealand, and more. Classes are taught by faculty from Washington colleges and from the host country, and fulfill state requirements. Students' lives change by interacting with other cultures, gaining a global perspective, and enhancing their learning and development. Some study abroad programs allow students to become more fluent and comfortable in another language. Call the International Programs office at (425) 352-8415 or e-mail international@cascadia.edu for more information.

Vision

Cascadia Community College will be a community of lifelong learners pioneering innovative pathways to successful learning in a global context.

Mission

Cascadia is a community college whose caring culture supports creative, comprehensive, culturally rich, technologically advanced, and learner-centered education that is environmentally sensitive, globally aware, and seamlessly linked with the community, area enterprise, and other educational institutions.

Institutional Core Values

As a learning organization, Cascadia continually strives to reach the highest levels of quality in its academic, student, and administrative programs and services through continual analysis, assessment, and improvement. Our quality indicators are our institutional core values.

COMMUNITY

The college is a community of learners that seeks to build a caring culture of justice and equity, and to provide an environment that fosters our College-wide Learning Outcomes: active learning; critical, creative, and reflective thinking; clear communication; and interaction in diverse and complex environments.

DIVERSITY

Celebration of diversity and cultural differences is a hallmark of a true learning community. Pluralism, diversity, and equity are therefore at the core of Cascadia's mission. Individual difference is affirmed and celebrated in our community of learning.

ACCESS

Cascadia serves learners with a broad range of knowledge, skills, and experiences through open access to programs and services. We nurture new and expansive patterns of thinking, encourage respect for self and others, and provide a safe, healthy, and barrier-free learning environment.

SUCCESS

Cascadia values highly the academic and personal success of all students. The Cascadia learning model approaches the learner holistically, and integrates personalized support services into the academic experience to best assist learners in achieving success. Student achievement is a hallmark of our mission.

LEARNING

All members of the community are learners, and we strive to make learning relevant and connected. Learning is transformative, personal, and tailored to the needs and goals of our learners. Learning is integrated and interconnected; therefore our programs are interdisciplinary and offer technological fluency, global understanding, and links with the community, area enterprise, and other educational institutions. Educational excellence characterizes our mission.

INNOVATION

As a learning organization, Cascadia values creative pathways to fulfill the college vision and mission, consistently encouraging collaborative learning and growth. We continually expand our capacity to create high standards of performance through the acquisition of new knowledge and our commitment to constant responsiveness to the needs of our community of learners.

ENVIRONMENTAL STEWARDSHIP

Cascadia is honored to protect and preserve the community wetlands and to develop their intellectual, academic, and social value for the region and the nation. We value the conservation of natural resources and embrace environmentally sustainable practices.

KODIAK CORNER/ STUDENT SUCCESS SERVICES

The Kodiak Corner is located on the first floor of the Cascadia building (CC1/CC2). Services provided at the Kodiak Corner main counter include, but are not limited to:

- Apply for admission, register for classes, pay tuition [also available online]
- Pay for and take the COMPASS placement test
- Purchase parking permits and bus passes; appeal parking tickets
- Add, drop, and withdraw from classes
- Receive general financial aid information [also available online]
- Make an appointment to meet with an academic advisor, career advisor, mental health counselor, or financial aid staff
- Check in for appointments
- Inquire about disability support services
- Acquire a Cascadia student ID card

The New Student Welcome Center, Student Advising and Support Services, Enrollment Services, Career and Transfer Center, Disability Support Services, Mental Health Counseling, and Student Financial Services are housed in the Kodiak Corner. Students should check in at the Kodiak Corner main counter to access these services. Additional information and online services are available at www.cascadia.edu.

APPLYING FOR ADMISSION

HOW TO APPLY

ADMISSION

Adult members of the community 18 years or older, or those with a high school diploma or GED, are eligible to enroll in courses at Cascadia Community College. There are several exceptions to the enrollment eligibility at Cascadia. Please refer to the special admissions section in this catalog for a description of the allowable exceptions.

DEGREE-SEEKING (MATRICULATED) STUDENTS

Students may begin their education at Cascadia Community College any quarter. Since registration dates are determined by the date of completion of the application process, students are encouraged to apply for admission as early as possible. All students seeking a degree or certificate must apply for admission.

Matriculation involves the following steps:

- Complete an admissions application via the web, mail, or in person. Application forms are available at high schools, on the college's website www.cascadia.edu, or by calling (425) 352-8860.
- Send official transcripts from all colleges previously attended, and complete a transcript evaluation request form available at the Kodiak Corner main counter or on the website.
- Take Cascadia's placement assessment to determine skill level in reading, writing, and mathematics. Students who have successfully completed college-level English composition are exempt from placement testing in related areas, as are students who have successfully completed college-level mathematics within the last 12 months. Transcripts documenting college-level English and/or mathematics are required for registration.
- Attend one of Cascadia's new student orientation sessions. (Optional for students transferring to Cascadia.)
- Register for classes.
- Pay tuition and fees.

NON-DEGREE-SEEKING (NON-MATRICULATED) STUDENTS

Students not seeking a degree or certificate from Cascadia are considered non-degree-seeking students and may register for up to twenty-four credits per quarter. Non-matriculated students may register during the open registration period on a first-come, first-served basis. Students must demonstrate that they have met course prerequisites for any given mathematics or English course they wish to enroll in.

Non-degree-seeking students can demonstrate that they have met the mathematics or English composition course prerequisites by providing college transcripts, or by having taken the placement test either at Cascadia or at another college within the past year.

Non-degree-seeking students who wish to seek an exception to a prerequisite requirement must present the Non-Matriculated Student – Prerequisite Petition form to the appropriate Dean for Student Learning. The Dean for Student Learning will designate a faculty member to consider the appeal and render a decision.

Non-degree-seeking students have access to and are encouraged to seek the assistance of Cascadia's academic advisors.

PLACEMENT ASSESSMENT

Evidence of placement level is required before registration. Kodiak Corner provides testing services for appropriate placement into courses and/or programs. Scores are used for placement purposes only. Students take a computerized test (COMPASS) to measure skill levels in reading, writing, and math. There is a non-refundable fee for this assessment and photo identification is required. Students who have successfully completed college-level English composition are exempt from placement testing in related areas, as are students who have successfully completed college-level mathematics within the last 12 months. Transcripts documenting completion of college-level English and/or mathematics are required for registration.

English as a Second Language (ESL) testing is used to determine the placement level of non-English speakers. Testing is offered at scheduled times throughout each quarter. Contact the ESL office for assessment testing at (425) 352-8158.

Photo identification is required for all assessment testing.

TRANSCRIPT EVALUATION

Credits earned at colleges or universities that are recognized by a regional accreditation association or Ministry of Education are accepted by Cascadia Community College. Cascadia will accept no more than five (5.0) credits of "D" level work.

A student who has earned a four-year degree is not required to submit official transcripts unless credits from previous colleges are to be used toward a degree at Cascadia. However, unofficial transcripts may be required to provide evidence of placement level before registration in certain courses.

HIGH SCHOOL TRANSCRIPTS

Students who have attended high school within five years of the date they will start attending Cascadia are encouraged to submit final high school transcripts to Cascadia's Kodiak Corner main counter. These are used for educational planning purposes only, and do not substitute for placement assessment.

TRANSCRIPTS FOR VETERANS

All students receiving educational benefits from the Department of Veterans Affairs are required to submit transcripts before the end of their 2nd quarter of attendance. This includes transcripts from prior colleges and military training including those before, during, and after active duty.

RECIPROCITY AGREEMENT

Washington community and technical colleges (CTCs) offer reciprocity to students transferring within the CTC system who are pursuing the Direct Transfer Agreement (DTA) Associate in Integrated Studies Degree or the Associate in Science-Transfer Degree. Students who completed an individual course that met distribution degree requirements or fulfilled entire areas of their degree requirements at one college will be considered to have met those same requirements if they plan to complete the same degree when they transfer to another community or technical college in Washington. These degree requirements include communication skills, quantitative skills, or one or more distribution areas (Humanities, Social Science, Natural Science).

Students must initiate the review process and must be prepared to provide necessary documentation. For complete information, please contact the graduation and transfer credit evaluator in Kodiak Corner at (425) 352-8125.

SPECIAL ADMISSIONS

NEW RUNNING START STUDENTS

Eligible high school juniors and seniors enrolled in a public school or a district home school network may enroll in Cascadia's college-level courses tuition free. (Some fees may apply.)

To apply for the Running Start program, follow these steps:

1. Complete the Cascadia application for admission.
2. Present photo identification and take COMPASS test (a testing fee applies). Students must demonstrate academic preparedness for college-level work. To qualify for the Running Start program, students must place into English 101 (reading and writing, in the same testing session).
3. If eligible on the basis of the COMPASS test, submit COMPASS test scores and completed Running Start packet to Kodiak Corner by the deadline. See the Running Start website, or pick up a Running Start packet in Kodiak Corner.
4. After turning in all required documentation, students must sign up for a New Running Start Student orientation.
5. Prior to orientation, students are to review the quarterly Schedule of Classes and discuss class choices with their high school counselor. Students must have their quarterly release form with all required signatures and photo identification at time of orientation.

Cascadia recommends that students discuss the Running Start program with their parents/guardians and high school counselors. For more information, email runningstart@cascadia.edu, visit the Running Start page on Cascadia's website, or call (425) 352-8146.

RETURNING RUNNING START STUDENTS

Returning Running Start students are required to meet with a Running Start staff member each quarter. The quarterly release form, with all required signatures, must be submitted for the student to be allowed to register for classes. Failure to turn in the quarterly release form could result in not getting registered for classes. Check Cascadia's website to learn more about the upcoming quarter's registration dates.

UNDERAGE STUDENTS

Underage students who are 16 or 17 years old who are not Running Start students are eligible to enroll under exceptional circumstances. To qualify for underage admission, students must

1. Complete Cascadia's application for admission.
2. Pick up the underage admission packet in Kodiak Corner.
3. Present photo identification and take the COMPASS test. Students must demonstrate academic preparedness for college-level work. To qualify for underage admission, students must place into English 101 (reading and writing, in the same testing session).
4. Submit all required documents. (See the underage admission packet for the list of required documents).
5. Schedule a meeting with an admissions advisor to review completed application materials and register for classes.
6. Admitted students are encouraged to make an appointment to plan a schedule and register for classes with an academic advisor each quarter

   Please note: *For the Continuing Education policy on underage students, refer to* Continuing Education Registration.
7. Complete all steps noted in the underage admission packet by the designated quarterly deadline.

ASSISTANCE IN COMPLETING HIGH SCHOOL

GED test preparation courses are available to students. General Education Development (GED) courses are intended to prepare students without a high school diploma to pass the high school equivalency examination. Call (425) 352-8158.

Cascadia's Adult High School Completion program enables adults to complete credit-bearing course work for a high school diploma. Reduced registration fees are available only to those students who are 19 years of age or older, taking courses applicable towards their high school completion, and earning their diploma from Cascadia. Students must earn a 2.0 grade or higher in courses at Cascadia that are applicable to their completion of credits.

All steps and requirements noted in the high school completion information must be completed and submitted to the Kodiak Corner by the designated quarterly deadline. Please contact Kodiak Corner for details at (425) 352-8860 or see High School Completion online.

INTERNATIONAL STUDENTS

Cascadia welcomes international students! International students can enroll at Cascadia Community College by meeting the following admission requirements.

- Complete and sign the international student application for admissions (incomplete applications will delay admission).
- Provide Cascadia Community College with secondary or high school transcripts (in English, if available).
- Furnish financial documentation.
- Submit the $50.00 non-refundable application fee.

The recommended application dates for 2010-11 are:

Fall Quarter	August 15
Winter Quarter	November 14
Spring Quarter	March 13
Summer Quarter	May 15

For more information, contact the International Student Advisor at (425) 352-8415, international@cascadia.edu, or visit our website.

INTERNATIONAL TRANSFER PROCESS

The student is responsible to inform the school he or she is currently attending of their intention to transfer. The International Student Advisor from that school must complete a transfer form for the student. Once Cascadia receives the transfer form, and as long as the student has maintained status and has been accepted for admission to Cascadia, the transfer process may proceed.

CAREER AND COURSE PLANNING

ACADEMIC ADVISING

Academic advising provides students with the necessary information to make sound academic decisions and educational plans. Advisors assist students with information about admissions and graduation requirements, course placement and selection, and transcript evaluation. Through advising, students make the connection between academic interests, degree requirements, and career opportunities.

Academic advisors are available to assist with long-term educational planning and the transfer process. Inquire at Kodiak Corner or call (425) 352-8860 to make an individual appointment with an academic advisor. Email advising is available at advising@cascadia.edu. Advising is also available via instant messenger, Facebook, and Twitter.

Many resources and student services are listed on the college website at www.cascadia.edu, including programs of study, degree requirements, planning guides, and transfer links to universities across the country.

NEW STUDENT ORIENTATION

Cascadia Community College offers orientation sessions for students new to college. Each student receives an orientation packet, an introduction to Cascadia's programs, services, and degrees, and participates in small group advising prior to registration.

Advisors help students understand and interpret placement test scores in order to select courses that promote academic success. Students are also given assistance in selecting courses, building schedules, registering for classes, and understanding web registration and other online services.

New student orientation sessions are held prior to each quarter. Sign up is on a first-come first-served basis in the New Student Welcome Center at Kodiak Corner or call (425) 352-8140. Photo identification is required for all enrollment transactions.

CAREER AND TRANSFER SERVICES

Career planning and transfer services are available to students in the process of selecting and planning their careers. Job opportunities are posted online and in the Career and Transfer Center inside the Kodiak Corner. Other services available include:

- Mock interviews
- Resume and cover letter review
- Career and interest assessments
- Major studies exploration
- Transfer fairs and visits from college representatives
- Career-related workshops

For more information, visit the Career and Transfer Center or call (425) 352-8220.

INTERNSHIPS

Cascadia Community College believes that the opportunity to gain experience in an occupation of interest to the student is invaluable. Cascadia's students enrolled in the college's professional/technical programs are often required to complete an internship as part of their curriculum. Internships combine work experience with earning college credit. All students are eligible for internship experiences. Internships extend a student's skill acquisition into workplace settings and can be paid or unpaid. Internships allow students to explore where they fit in the business world. Employers can preview emerging talent and expand their company talent base with the newest skills.

A Learning and Training Agreement brings together the student's goals, the employer's interest, and the measurable outcomes that the supervising faculty member will evaluate. For professional/technical internships call (425) 352-8240. For academic disciplines call (425) 352-8220.

REGISTERING FOR CLASSES

REGISTRATION INFORMATION

The quarterly schedule of classes contains registration instructions and course information.

Appointment dates for registration are assigned to new students after they complete preregistration (see New Student Orientation).

Continuing students will receive registration information each quarter. For fall, winter, and spring quarters, students with the greatest number of accumulated credits earned register first. This permits students to advance in the registration order each quarter they are in attendance. Summer quarter registration is on a first-come, first-served basis.

CLASS STATUS

Students must be officially registered in order to attend classes. All students must officially register or add classes at Kodiak Corner by the last day to add classes each quarter, as published in the academic calendar.

COURSE PREREQUISITES

Students must meet course prerequisites. Students may be administratively withdrawn from courses for which they do not meet prerequisites.

CLASS AUDITS

Students who audit a course must meet course prerequisites, register and pay for the course, and participate in class work at the instructor's discretion. No credit is earned, and the audit grade of "N" is not used in the GPA calculation. Students may initiate, without instructor's permission, a change to or from audit status up to the end of the second week of the quarter (adjusted for summer quarter, please see the Summer Schedule of Classes for dates). A change may be made, with the instructor's permission, in weeks three through six of the quarter. After the sixth week, no change in status may be made.

WAITLISTS

The waitlist feature offers students a fair and consistent method of being enrolled in a full class if an opening occurs. Students may place their name on 3 waitlists but may not be in different sections of the same class, have time conflicts, or unauthorized over 24 credit status. Each waitlist will hold 24 students. The last day for students to add their name to a waitlist will be the day prior to the start of the quarter. Students who choose to place their name on a waitlist **will be automatically enrolled** in the waitlisted class when a space becomes available. As space becomes available in a full class, the top name on the waitlist will move into the class. Once a student places their name on a waitlist, the student must check their waitlist status online or at the Kodiak Corner main counter at (425) 352-8860 to find out if they have been registered in a class and to be informed of tuition and fees.

Students are responsible for:

- **Checking their schedule daily** to see if automated enrollment occurred from the waitlist.
- **Paying tuition and fees by the tuition deadline.** If automated enrollment from the waitlist occurs after the tuition deadline, tuition and fees are due by 8AM the business day 24 hours after you are registered. Non-payment may result in the automated enrolled class being dropped from your schedule.
- **Clearing scheduling conflicts** such as time conflicts, enrollment into the same class-different section, or unauthorized over 24-credit status. If scheduling conflicts are not cleared by 8AM of the next business day, Enrollment Services will automatically drop the last enrolled class that caused the scheduling conflict.
- **Clearing any holds** including parking fines, library fines, any outstanding balances on student accounts, unreturned calculator holds, or unpaid fees prior to the automated enrollment. If a space becomes available and the student has not cleared any holds or fines, the student will be removed from the waitlist and the spot will be offered to the next person on the waitlist.

If students decide to no longer be on the waitlist, they are responsible for removing their name from the waitlist online or at the Kodiak Corner main counter. Students may incur charges and/or receive a failing grade if they do not remove themselves from the waitlist and therefore become registered for classes.

SCHEDULE CHANGES

When students change their class schedules, they should be aware that additional tuition, fees, or qualified tuition refunds may apply.

Changes to a student's quarterly class schedule may impact his/her financial aid status. Therefore, students on financial aid should contact the Student Financial Services Office.

TO ADD A CLASS

- Students may use online registration to add classes to their schedule prior to the beginning of the quarter.
- Students may register in person at the Kodiak Corner main counter and may add classes to their schedule from the first through the tenth calendar day of the quarter (date is adjusted for summer quarter) with instructor permission by completing a Credit Registration form.
- For self-paced lab classes, students may register through the 40th calendar day of the quarter (date is adjusted for summer quarter).

TO DROP A CLASS

- Students may drop classes using online or in-person registration through the tenth calendar day of the quarter by completing a Credit Registration form. (date is adjusted for summer quarter).
- Instructor permission is not required.
- No grade will appear on the student's transcript for courses dropped during this period.

TO OFFICIALLY WITHDRAW FROM A CLASS

Beginning the 11th calendar day of the quarter through the sixth week of the quarter (date is adjusted for summer quarter), students can withdraw from classes via the web or by completing a Credit Registration form and submitting it to the Kodiak Corner main counter for processing. A "W" grade will appear on the student's transcript if the student completes the withdrawal during the withdrawal dates. Students who fail to follow the procedure for officially withdrawing will receive a grade in accordance with the instructor's grading policy.

ADMINISTRATIVE WITHDRAWAL FROM A CLASS

Students who fail to attend class by the end of the second class meeting or fail to contact their instructor regarding their attendance in class by the end of the second class meeting **may be** administratively withdrawn from the class by their instructor. Students who do not meet course prerequisites may be administratively withdrawn from the class at the instructor's discretion.

REFUNDS

The following refund policies pertain to state-funded credit courses only, not to continuing education. When a student reduces his/her class load to fewer than 10 credits or completely withdraws from classes, Cascadia Community College will refund tuition according to the following schedule:

- Cancellation of the class by the college: 100% refund
- On or before the 6th day of instruction for the quarter, excluding weekends and holidays; 4:30PM in-person, 9:30PM online: 100% refund (summer quarter: 100% refund dates are prorated).
- Withdrawal from classes beginning with the seventh day of instruction through the 20th calendar day of the quarter: 50% refund (summer quarter: 50% refund dates are prorated.)

No refunds are given to students who are dismissed for disciplinary reasons, who do not follow the official withdrawal procedures, or who withdraw after the 20th calendar day of the quarter (summer quarter dates are prorated).

Refunds are processed automatically when students drop or withdraw from classes after the 50% refund date.

The amount of the refund will be reduced by the amount of open balances on the student's account. Refunds are made as follows:

- If payment was made by cash, check, or financial aid, a refund check will be mailed. Please allow 4-6 weeks after the 50% refund date for delivery.
- If payment was made by credit or debit card, a refund will be posted to the account within 10 business days after the 50% refund date.

TUITION CHART FOR 2010-11

	Resident	Nonresident
1 credit	$87.00	$259.00
2 credits	$174.00	$518.00
3 credits	$261.00	$777.00
4 credits	$348.00	$1,036.00
5 credits	$435.00	$1,295.00
6 credits	$522.00	$1,554.00
7 credits	$609.00	$1,813.00
8 credits	$696.00	$2,072.00
9 credits	$783.00	$2,331.00
10 credits	$870.00	$2,590.00
11 credits	$905.00	$2,630.00
12 credits	$940.00	$2,670.00
13 credits	$975.00	$2,710.00
14 credits	$1010.00	$2,750.00
15 credits	$1045.00	$2,790.00
16 credits	$1,080.00	$2,830.00
17 credits	$1,115.00	$2,870.00
18 credits	$1,150.00	$2,910.00
19 credits	$1,228.40	$3,160.40
20 credits	$1,306.80	$3,410.80
21 credits	$1,385.20	$3,661.20
22 credits	$1,463.60	$3,911.60
23 credits	$1,542.00	$4,162.00

Rates include operating, building, and student activities fees. For purposes of being considered full-time, for funding from federal and state financial aid programs, Veterans' Administration, Social Service, and most other outside agencies, a student must carry at least 12 credits. The college reserves the right to change any fees without notice to comply with state or college regulations or policies.

TUITION AND FEES

RESIDENCY

A Washington State resident must have lived continuously in Washington State for the last 12 months. A student cannot qualify as a legal resident of Washington for tuition calculation purposes if she/he possesses a valid out-of-state driver's license, vehicle registration, or other documents that give evidence of being a legal resident of another state.

For state-supported class tuition purposes, a Washington State resident is one who is a U.S. citizen or one who has permanent resident immigration status, or conditional entrant status,

AND

1. Has established a domicile (residence) in Washington State primarily for purposes other than educational for the period of one year immediately prior to the first day of the quarter and was financially independent from parents or legally appointed guardians for the calendar year during which college enrollment begins,

   OR

2. Is a financially dependent student, one or both of whose parents or legal guardians have maintained a domicile in Washington State for at least one year immediately prior to the last day of the quarter.

Typically, state residents document their legal residence in Washington State by showing that for the entire 12 months immediately preceding the beginning of the quarter, they have done **all** of the following:

1. Held a Washington driver's license or identification card,
2. Had their vehicle registered in Washington State, and
3. Have been registered to vote in Washington.

There are some exceptions to these general rules (e.g., for active military personnel, for some employees of public institutions of higher education, etc.).

Certain students who are not permanent residents or citizens of the United States **may** be eligible for resident tuition rates.

To be eligible they must have:

Resided in Washington State for the three years immediately prior to receiving a high school diploma, and completed the full senior year at a Washington high school,

OR

Completed the equivalent of a high school diploma and resided in Washington State for the three years immediately before receiving the equivalent of the diploma,

AND

Continuously resided in the state since earning the high school diploma or its equivalent.

Students who meet the above criteria and have filed an application for admission must submit a signed affidavit to the Kodiak Corner main counter. The affidavit is available online, at the Kodiak Corner main counter, or call (425) 352-8860.

FEES

The amount assessed for each of the fees identified below is published in the quarterly schedule of classes.

Adult Basic Education, ESL, and GED Preparation

There is a $25 per quarter fee charged to students enrolled in federally funded or grant funded classes. Students who demonstrate need may have the fee waived.

Placement Assessment (Compass) $16.25

A fee will be charged for placement assessment in English and/or mathematics, and for additional assessments such as career interest inventories, learning style profiles, etc.

Assessment of Prior Learning/Course Challenge $16.25 per credit

A non-refundable fee is charged for challenged courses. Successful completion of the preparation course is a prerequisite.

Certification Examinations

A fee is charged for examinations for certification which are administered.

Class Fee

Individual classes may also have lab or other fees that will be charged in addition to the basic credit hour rate. These fees are listed in the quarterly schedules.

Clinical, Phlebotomy $22.85

Students enrolled in phlebotomy clinicals are charged the materials fee to help defray the cost of consumable supplies and special materials.

Computer Account $20.00 per quarter for non-credited students

This fee covers your optional individual email account, file storage, and network access from campus.

eLearning, Online $43.25 per course

Students who enroll in classes conducted entirely or predominantly online are charged the fee to help defray the costs of course licensing fees, technology, and technical support.

eLearning, Telecourse $32.45 per course
Students who enroll in classes conducted entirely or predominantly as telecourses are charged the fee to help defray the costs of course licensing fees, technology, and technical support.

eLearning, ITV $32.45 per course
Students who enroll in classes conducted entirely or predominantly as ITV courses are charged the fee to help defray the costs of course licensing fees, technology, and technical support.

Graduation $16.25
This fee defrays the cost of graduation activities and the cost of printing a student's diploma or certificate.

Interest Inventories $25.00
A fee will be charged for assessments that help identify career interests (e.g. the Strong-Campbell Interest Inventory) and/or learning and interaction styles (e.g. the Meyers-Briggs Type Indicator).

International Admission
International students will be charged an admission application processing fee.

Lab, Art $11.40
Students enrolled in art lab classes are charged the materials fee to help defray the cost of consumable supplies and special materials.

Lab, Computer and Technology $2.75 per credit (maximum $27.50 per quarter)
This fee is charged in addition to tuition for classes that place a high demand on computer and/or technology resources.

Lab, Human Anatomy $38.95
Students enrolled in human anatomy lab classes are charged the materials fee to help defray the cost of consumable supplies and special materials.

Lab, Human Physiology $38.95
Students enrolled in human physiology lab classes are charged the materials fee to help defray the cost of consumable supplies and special materials.

Lab, Intensive Computer and Technology $4.50 per credit (maximum $45.00 per quarter)
This fee is charged in addition to tuition for classes that involve use of advanced technology or require extraordinary technical support.

Lab, Microbiology $55.65
Students enrolled in microbiology lab classes are charged the materials fee to help defray the cost of consumable supplies and special materials.

Lab, Phlebotomy $22.85
Students enrolled in phlebotomy lab classes are charged the materials fee to help defray the cost of consumable supplies and special materials.

Lab, Science $22.85
Students enrolled in science lab classes are charged the materials fee to help defray the costs of consumable supplies, breakage, hazardous waste management, and special materials.

Lab, World Languages $11.10
Students enrolled in courses with more intensive supply needs are charged the supply fee to help defray the cost of consumable supplies and special materials.

Math Supply Fee $21.10
Students enrolled in math classes are charged the materials fee to help defray the costs of consumable supplies.

Non-Sufficient Fund Checks $20.00 per check
Students will be charged this fine when they submit a check for payment and there are insufficient funds in their account to cover the check.

Parking
Over 1,800 parking spaces are available on campus. Pay stations are located in all parking areas for "per visit" payment. Students and staff may purchase quarterly permits from the Kodiak Corner for parking available on campus. Employees who are eligible for payroll deduction should contact Human Resources. Parking Citation fines range from $20.00 to $100.00 depending on the violation.

Printing, Above Standard Allocation $10.00
Each student receives a standard printing allocation of 600 black-and-white and 30 color pages. If you use up your allocation, you can buy an additional unit of 300 black-and-white and 30 color pages.

Proctoring Services, Non-Student $40.00 per test up to 2 hours
This fee will be charged to cover administrative and proctoring services for non-Cascadia classes.

Proctoring Services, WAOL $16.25 per test up to 2 hours
This fee will be assessed to cover the cost of proctoring examinations taken by WAOL students.

Supply Fee, Miscellaneous Intensive $21.10
Students enrolled in courses with more intensive supply needs are charged the supply fee to help defray the cost of consumable supplies and special materials.

Student Identification Card Replacement $10.80
This fee is charged for replacing a lost or stolen Student Identification Card.

Technology Fee $4.00 per credit, (minimum $10, maximum $40 per quarter)
The student body voted to assess this fee to provide email accounts, discounted Microsoft software, network storage, and regularly updated hardware and software.

Transcript $3.20
This fee is for official student transcripts. An official request takes at least 2 business days to process. All parking fines, library fines, and outstanding balances must be cleared before official transcripts can be released.

TUITION AND FEE WAIVERS

For state-supported classes, Cascadia currently offers tuition and fee waivers for the groups listed below:

GENERAL WAIVERS

ADULT BASIC SKILLS, ESL

Need-based waivers are available to cover the $25 per quarter tuition fee.

VETERANS' WAIVERS

1. Eligible Veterans/National Guard as defined by statute; children/spouse of eligible Veterans or National Guard Members that became totally disabled or are determined to be a POW/MIA; children/spouse of eligible Veterans or National Guard Members who lost their life while on active federal or naval service.
2. Other not qualified as "eligible" (military or naval veteran who is a Washington domiciliary and did not serve or support those serving on foreign soil or in international waters).

Please contact Kodiak Corner at (425) 352-8860 for more information.

CHILDREN OF DECEASED OR DISABLED LAW ENFORCEMENT OFFICERS OR FIRE FIGHTERS

Cascadia waives tuition and student and activities fees for children whose parent has died or become totally disabled in the line of duty while employed by a public law enforcement agency, or a full-time or volunteer fire department. Documentation is required from the Department of Retirement Systems. Students must begin their course of study within 10 years of high school graduation. Eligible students pay $10 per credit.

ADULT HIGH SCHOOL COMPLETION

Cascadia offers reduced tuition of $11 per credit plus the cost of fees for Washington State resident students who are 19 years of age or older and enrolled in the Adult High School Completion program. The reduced tuition applies only to courses applicable toward completion of the diploma from Cascadia Community College.

WAIVER OF THE NON-RESIDENT DIFFERENTIAL FOR REFUGEES

Cascadia waives the operating fees portion of the non-resident differential for refugees and their spouses and dependents with parole status, immigrant visa, or citizenship application.

CONGRESSIONAL DEPENDENTS

Cascadia waives the operating fees portion of the non-resident differential for dependents of members of the U.S. Congress who are representing Washington State.

HIGHER EDUCATION EMPLOYEES

Cascadia waives the operating fees portion of the non-resident differential for employees who work half-time or more for a public higher education institution and their spouses and dependents.

NON-WASHINGTON RESIDENT WAIVER

Students who are U.S. citizens or INS approved permanent residents, but who are considered non-Washington residents for tuition paying purposes are eligible for a non-resident waiver. The college waives all of the nonresident operating fee differential; but students are still responsible for paying the building fee differential.

SPACE AVAILABLE WAIVERS

SENIOR CITIZENS – AUDIT OF CREDIT CLASSES

Cascadia waives tuition and student and activities fees for credit classes for residents 60 years or older on a space-available basis. Students will pay $5 per quarter with a limit of two courses per quarter.

SENIOR CITIZENS – CREDIT CLASSES

Cascadia waives tuition and student and activities fees for credit classes for residents 60 years or older on a space-available basis. Students will pay $10 per credit with a limit of two courses.

STATE EMPLOYEES

Cascadia offers tuition waivers for permanent state employees employed half-time or more and to public school teachers and certified instructional staff who hold, or are seeking, endorsement and assignment in a state identified shortage area. Preference is given to permanent employees of Cascadia Community College. No preference is given to other types of employees and there is equal treatment of full and part-time permanent employees. This waiver is offered on a space available basis only. Students will pay $10 per credit for the first six credits, and full tuition for any additional credits. Stop by the Kodiak Corner to pick up the state employee waiver form.

FINANCING YOUR EDUCATION

STUDENT FINANCIAL SERVICES

The Student Financial Services Office at Cascadia Community College assists students in the process of applying for financial aid and finding ways to meet educational expenses. Financial aid is designed to assist students and/or their parents in paying basic educational costs for eligible certificate and degree programs. All of the financial aid programs at Cascadia Community College are administered in accordance with established state and federal regulations and policies. At the core of these policies is the belief that financing a student's education is the primary responsibility of the student and his/her family. However, there are multiple resources students can access to pay for college. Cascadia offers grants, loans, scholarships, and Work-Study to eligible students.

The basic formula for determining financial need for grant funds and Work-Study is:

COA - EFC = Financial Need

Cost of Attendance (COA) ***Minus (-)*** Expected Family Contribution (EFC) ***Equals (=)*** Financial Need

Even students who do not demonstrate financial need for grants and Work-Study may still qualify for a student loan.

ESTIMATED COSTS OF COLLEGE FOR CALCULATING FINANCIAL AID

The following estimated average costs are used for full-time, in-state residents attending three quarters in the 2010-11 school year. To be considered full-time for financial aid, veterans' benefits, and most other outside agencies, students must take at least 12 credits per quarter.

2010-11 COSTS

	Full-Time Living with Parents	*Full-Time Not Living with Parents*
Tuition and Fees*	$3,291	3,291
Books and Supplies	972	972
Room and Board	2,730	8,460
Transportation	1,344	1,176
Misc.	1,674	2,040
TOTAL:	**$10,011**	**$15,939**

**** There may be additional fees associated with individual classes.***

HOW TO APPLY FOR FINANCIAL AID

Students may submit the Free Application for Federal Student Aid (FAFSA) either by mail or over the web. The FAFSA collects financial data and other information that is used to calculate the EFC that ultimately determines a student's eligibility for financial aid. The key to obtaining financial aid is to apply early. Applicants may begin the process at any time. Financial aid will not be awarded until you have been admitted to the college and have completed all steps to apply for financial aid.

STEPS TO APPLY FOR FINANCIAL AID

1. Submit an electronic FAFSA via the web. Students and parents may sign their application electronically using a PIN number. Applicants may file the FAFSA throughout the academic year. Students must reapply for financial aid each year. If you do not have internet access, you may obtain a paper copy of the Free Application for Federal Student Aid (FAFSA) from Cascadia's Student Financial Services Office or from a high school guidance office. However, we strongly encourage you to file electronically.

SCHOOL CODE

Cascadia Community College Title IV school code is 034835. Use this code when completing your FAFSA.

2. Complete a Cascadia Community College Financial Aid Data Sheet available on our website or from the Kodiak Corner. When you have completed the form, submit it via fax, email, regular mail, or in person to Kodiak Corner.
3. Once the school receives your FAFSA record and Data Sheet, additional documents and information may be required by the College or Department of Education. You will receive notification from the Student Financial Services Office of items needed.

You can check your financial aid file status online, or contact the Student Financial Services Office at (425) 352-8860 or by email at finaid@cascadia.edu.

ELIGIBILITY REQUIREMENTS

All financial aid recipients must meet the following requirements:

- Be a U.S. citizen, permanent resident, or eligible non-citizen
- Have a high school diploma or GED certificate or meet Cascadia's "ability to benefit" policy
- Provide a valid social security number
- Have been admitted to Cascadia and enrolled in an eligible degree or certificate program
- Meet satisfactory academic progress requirements
- Not be in default on a student loan received at any school
- Not owe a repayment of grant funds at any college attended
- If male, have registered for the Selective Service
- Not have been convicted of selling or possessing illegal drugs while receiving financial aid
- Provide financial information (including parents' information, where required)

SATISFACTORY ACADEMIC PROGRESS

Satisfactory academic progress must be maintained to be eligible for financial aid. Students must meet the academic standards of the college and the requirements of the financial aid policy for progress. In general, students must successfully complete the courses he/she has attempted as well as earn a minimum cumulative GPA. Academic progress is monitored for each term. If a student's financial aid eligibility is terminated, measures can be taken by the student for reinstatement as outlined in the Satisfactory Academic Progress Policy. A complete copy of the policy is available in the Student Financial Services Office, on the website, and is mailed with each initial award letter.

MAXIMUM TIME FRAME

Federal regulations limit the amount of funding students may receive based on the number of credits earned or attempted. All attempted courses are counted, including: incompletes, withdrawals, repeated courses, transfer credits, and credits earned before applying for financial aid. Students will not be considered for aid beyond 125% of the credits required for the degree or certificate program. However, students who have reached the 125% limit, but require additional time to complete their degrees, may petition to receive funding beyond the credit limitation.

Please note: *The Washington State Need Grant cannot be awarded to students who have attempted beyond 125% of the credits required in their program, regardless of submitting a petition.*

Students may attempt 45 credits of preparatory or developmental courses (below 100 level) needed for their program. These credits will not count against the 125% timeframe.

TYPES OF AID

Cascadia Community College offers financial assistance to eligible students in the form of grants, Work-Study, scholarships, and loans. Generally, a student must be taking 3 or more credits to qualify for most financial aid. At 6 credits, a student qualifies for half-time financial aid and at 12 credits qualifies for full-time financial aid.

Financial aid awards may consist of one or more of the following programs:

GRANTS

Grants are "gift aid" and do not require repayment unless a student fails to maintain satisfactory progress and remain enrolled in classes. Cascadia Community College awards the Federal Pell Grant, Federal Supplemental Education Opportunity Grant (FSEOG), Academic Competitiveness Grant (ACG), Washington State Need Grant, and Cascadia Grant to eligible students. Grants other than Pell are awarded on a funds available basis. For this reason, timely applications are important.

WORK-STUDY PROGRAMS

Work-Study awards are offered to students with "need" eligibility, enrolled half-time or more, who indicate an interest in Work-Study. Work-Study programs provide part-time employment to eligible students on and off campus. The maximum amount a student can earn is determined by financial need and funds available. Students can work up to 19 hours per week. Every effort is made to place students in jobs that relate to their training. Cascadia Community College participates in both the federal and state Work-Study programs. Work-Study funds are limited and positions are filled on a first-come, first-serve basis.

LOANS

Cascadia participates in the William D. Ford Federal Direct Loan (Direct Loan) Program, which is administered by the U.S. Department of Education. Direct loans are low-interest loans for students and parents to help pay for the cost of a student's education after high school. Loans can be used for educational expenses until a student graduates or stops attending school at least half-time. Loan Repayment begins six months after completion of the degree or withdrawal from the college.

The Direct Loan Programs offers subsidized and unsubsidized loans for students, or the Direct PLUS loan for the parent(s).

- Subsidized Stafford Loans are need-based. The federal government pays interest on this type of loan while the student is in school.
- Unsubsidized Stafford Loans do not require a student to show financial need; however, all financial aid funding must not exceed the cost of education. The student, not the federal government, is responsible for paying all interest that accrues on this loan.
- PLUS loans enable parents with good credit histories to borrow funds for the education expenses of each child who is a dependent undergraduate student enrolled at least half-time.

Loan recipients must maintain six or more credits to maintain eligibility for Stafford Loans.

All borrowers at Cascadia are required to complete an online loan entrance counseling and a Master Promissory Note (MPN), as well as a loan request worksheet each year they wish to borrow loans, in order to have a loan processed. Borrowers must also complete loan exit counseling upon leaving Cascadia Community College or graduating.

CHILD CARE SCHOLARSHIPS

Cascadia has a limited number of child care assistance scholarships. Student-parents with children enrolled in a licensed child care facility should complete a FAFSA (see "How to Apply for Financial Aid") and request a Child Care Assistance application from Student Financial Services, (425) 352-8860.

STUDENT SCHOLARSHIPS

Student Financial Services maintains current listings for an array of scholarships available to Cascadia students, including those available through the Cascadia Community College Foundation.

Thanks to donations from businesses, individuals, families, professional organizations, and friends of the college, the CCC Foundation offers many 3-quarter scholarships for Cascadia students. Applications for scholarships, available through the CCC Foundation, are accepted once a year in the spring. Criteria for applying vary among scholarships, as does the amount to be awarded. For details, including application requirements and deadlines, students should go to the Foundation web page or call (425) 352-8248.

Additionally, the CCC Foundation offers the Complete Your Dream Scholarship for students who need 10 or fewer credits to complete a degree or certificate and also are in need of financial assistance. Eligible students should contact the CCC Foundation at (425) 352-8248 or foundation@cascadia.edu for more information about the Complete Your Dream Scholarship.

To find out how to receive financial assistance through scholarships in general, visit the Student Financial Services web page or call (425) 352-8860.

WORKFORCE RESOURCE CENTER

The Workforce Resource Center provides a variety of support services including financial aid for students pursuing professional/technical and other job training programs. The Workforce Resource Center provides tuition, books, and other support through the Worker Retraining and WorkFirst programs described below.

WORKER RETRAINING

The Worker Retraining program can provide tuition support and possibly books for students who are out of work or in danger of losing their jobs without more training.

Program staff can assist with the development of an individual training plan, the completion of Commissioner Approved Training (CAT) and Training Benefits (TB) applications, and applications for other funding sources.

Program staff can also assist with WorkForce Investment Act/Dislocated Worker Program and Trade Act/NAFTA applications and processes. Students must enroll in professional/technical classes.

To be eligible, students need to:

- Be receiving or be eligible to receive unemployment benefits

  OR
- Have exhausted their unemployment benefits within the last two years

  OR
- Be formerly self-employed and currently unemployed due to general economic conditions

  OR
- Be a displaced homemaker

  OR
- Be a veteran who has received an honorable discharge from the US Armed Services in the last 24 months

Prospective students should attend the Worker Retraining orientation session offered every Wednesday at 1PM. For more information call (425) 352-8132.

WORKFIRST

The Cascadia WorkFirst program offers support to parents who are currently receiving Temporary Assistance for Needy Families (TANF) through DSHS. These parents must be directly referred into approved programs by their case manager.

TANF students may enroll in any professional/technical or job training program offered by Cascadia. They may also enroll in basic skills, GED preparation, or English as a Second Language (ESL). Program and attendance requirements vary, for more information call (425) 352-8138.

PROFESSIONAL/TECHNICAL PROGRAMS

Financial support from the Workforce Resource Center can be used to support students in the following technical degrees and certificates:

Degrees:

Associate in Applied Science-Transfer (AAS-T)

- Environmental Technologies and Sustainable Practices
- Network Technology
- Web Application Programming Technology

Certificates (20-89 credits):

- Computer Applications Specialist
- Energy Audit Specialist
- Energy Management Specialist
- Network Specialist
- Solar PV System Specialist
- Technical Support Specialist

Short Certificates (19 or fewer credits):

- Computer Programming Foundations
- Database Development
- JavaScript Programming
- Office Skills Integrated with ABE
- PC Network Technician
- Phlebotomy
- Phlebotomy Integrated with ABE
- Web Applications
- Web Foundations

VETERANS' PROGRAMS

Students who plan to use their veterans' education benefits should contact the Student Financial Services Office. Veterans will need to apply to begin using or to reinstate benefits. If applicable, a veteran will be asked to submit official academic transcripts from previously attended colleges and/or military training. Veterans will be asked to submit an educational plan from an academic advisor and additional information may be required. All veterans must conform to the Veterans Administration attendance and academic progress standards to remain eligible for benefits.

Veterans' benefits may be used to complete a college degree, a high school diploma, or a certificate or degree career program. Coursework must follow federal guidelines for an approved program. The college will review a veteran's military training transcripts and other school credits to determine if the credits may be transferred toward Cascadia Community College course work.

Please note: *Students will not be allowed to repeat classes in which they previously received a passing grade, regardless of whether or not veterans' benefits were used.*

Selected academic programs of study at Cascadia Community College are approved by the Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10, U.S. Code.

FINANCIAL AID REFUND POLICY

A fair and equitable refund policy is applied to all financial aid students at Cascadia Community College. Students who withdraw, drop classes, or complete zero credits for the period of enrollment for which they have been charged tuition and received financial aid may have to repay a portion of the grants and/or loans they received, as well as any tuition Cascadia returns to financial aid programs as a result of withdrawal. This policy does not apply to Work-Study earnings received. Students who remain enrolled through at least 60% of the payment period are considered to have earned 100% of the aid received and will not owe a repayment of financial aid. If a student completes at least one course they will be subject to the Satisfactory Academic Progress Policy, rather than the Repayment/Return of Funds Policy. Please note that the Financial Aid Repayment/ Return of Funds Policy and Cascadia's tuition refund policy are separate.

Funds are to be returned in the following order:

1. Unsubsidized Stafford Loan
2. Subsidized Stafford Loan
3. PLUS (Parent loan)
4. Pell Grant
5. Academic Competitiveness Grant (ACG)
6. Federal Supplemental Educational Opportunity Grant (SEOG)

Students receiving the Washington State Need Grant (WSNG) are subject to the student Washington State Need Grant Repayment Policy, as defined by the Washington State Higher Education Coordinating Board. Students who receive only a Cascadia Community College Grant without any other federal or state funding will have the repayment and return of funds calculated according to the calculation described above. Please contact Student Financial Services for a copy of the entire Repayment/Return of Funds Policy or for more details regarding financial aid refunds. You may also view the policy via the Cascadia website.

RIGHTS

All financial aid recipients have the right to inspect their financial aid files for the accuracy of the information contained therein, and to submit corrections. Confidential information covered under the Privacy Act may not be reviewed by anyone else without prior written approval of the individual concerned. Requests to review files should be done in writing and submitted to the financial aid office.

RESPONSIBILITIES

The student is responsible for reading and signing the "conditions of award" on the Cascadia Data Sheet, for notifying the Student Financial Services Office upon receipt of additional outside income, resources from scholarships and private loans, and for submitting additional documents as required during the year to the Student Financial Services Office. All information submitted to the Student Financial Services Office must be true and complete to the best of the student's knowledge.

TAX CREDIT INFORMATION

Please note: *The following is general information and individuals will be affected differently based on their circumstances. Individuals should contact their tax advisor or IRS for assistance in claiming the tax credit. Students must provide their social security number to Enrollment Services in order to receive a 1098T form.*

The American Opportunity Credit (previously the HOPE tax credit) provides up to $2,500 per student on qualified tuition and related expenses for the first two years of post-secondary education. The Lifetime Learning Credit applies to all courses taken to acquire or improve job skills, whether as part-time, full-time, undergraduate, graduate, or continuing education student. There is no limit on the number of years that the credit is available to a student. This credit lets taxpayers claim a maximum credit of $2,000 per taxpayer (20 percent of up to $10,000 paid in higher education expenses). It is available to parents of dependent students or to students who are not claimed as dependents on their parents' federal tax return. Taxpayers cannot take both the American Opportunity Credit and the Lifetime Learning Credit in the same year for the same student.

At the end of the tax year students will receive a 1098T form from the college that will list out-of-pocket expenses for tuition. The 1098T is for notification only; it cannot be sent in with taxes. To claim the tax credit, students must complete IRS form 8863.

Students must be enrolled at least half-time in a degree or certificate program to qualify for the American Opportunity Credit tax credit. The Lifetime Learning tax credit does not require half-time enrollment.

QUALIFIED TUITION AND RELATED EXPENSES

The terms "qualified tuition" and "related expenses" mean the tuition and fees that an individual is required to pay to be enrolled at an eligible institution for courses leading to a degree or certificate. Charges and fees related to courses involving sports, games, or hobbies are not eligible for the credit unless the course is part of the degree or certificate program. Charges and fees associated with room, board, student activities, athletics, insurance, books, equipment, transportation, and personal living expenses are not qualified. It is up to the student to determine which of their tuition-related expenses are eligible.

FOUR THINGS TO REMEMBER

1. Students must provide their social security number to the Kodiak Corner main counter when they apply in order to have a 1098T form mailed to them.
2. Obtain a copy of the IRS Education Credits Tax Form 8863.
3. Recalculate the qualified out-of-pocket tuition expenses.
4. Consult a tax advisor as to whether or not the credit may be claimed.

LEARNING RESOURCES

CAMPUS LIBRARY

LIBRARY COLLECTIONS

The Campus Library provides an array of print and electronic resources designed to support Cascadia students as they pursue their educational goals. Books, journals, and multimedia materials are selected by librarians and faculty with Cascadia's curriculum in mind. Students also have access to the collections of the University of Washington Libraries to further support their studies. The Campus Library can be reached at (425) 352-5340.

SERVICES

The Campus Library features an Information Commons, which houses over 50 PC workstations that provide internet access to CD-ROMs, databases, and other web resources, Word, Excel, PowerPoint, and other software. Students can do research, write papers, and check email all in a single location. Librarians and technology assistants are available in the Information Commons to assist students with research or to provide computer support. Librarians also teach workshops and work with faculty to help students develop their abilities to access and evaluate information.

FACILITIES

The Campus Library has a number of group study rooms seating four to sixteen people that can be reserved for meetings of two or more people, and include a TV, VCR, and DVD player. Laptop users can take advantage of wireless internet access throughout the library. The beautiful Reading Room, on the third floor of the library, is a place for quiet study and reflection. See the Campus Library's website for more information

STUDENT BREAKOUT AREAS

Throughout Cascadia's building students have access to breakout areas that include computers, printers, small groups of tables and comfortable chairs for individual and group study. This is an ideal place to meet classmates after class to finish projects, or for students to finish a computer project before heading home.

COMPUTER RESOURCES

Cascadia Community College has computer classrooms and computer laboratories, including an open computer lab (Open Learning Center). Additionally, every classroom is equipped with an ePodium, which includes a projection system and computer network access.

Equipment not permanently housed in a classroom or meeting space can be provided by Information Services upon request by calling the Help Desk at (425) 352-8228.

INTERACTIVE TELEVISION

Cascadia has interactive television systems that can be used for elearning and teleconferencing.

LEARNING ASSISTANCE

THE WRITING CENTER

The Writing Center provides tutorial support for students with writing assignments for all classes. Students can make an appointment with a tutor for one-on-one instruction or drop in for assistance or online with SmartThinking. The Writing Center also provides opportunities for students to learn or review study techniques, test-taking strategies, and improve on reading/writing skills in a lab environment. Students learn through a variety of media, including computer programs, audio/video lessons, and traditional text materials. The Writing Center is located in CC2-080 and can be reached at (425) 352-8243, or email mwcenter@cascadia.edu.

THE MATH CENTER

The Math Center provides trained staff to assist students with their math courses, from arithmetic through calculus or online with SmartThinking. Individual assistance and the opportunity for students to work in small groups are available. The Math Center is equipped with computers, software programs, and video and printed materials that provide a supportive environment for students studying mathematics. The Math Center is located in CC2-080 and can be reached at (425) 352-8243, or email mwcenter@cascadia.edu.

THE OPEN LEARNING CENTER

The Open Learning Center is a computer lab where students receive assistance with technology to support class assignments.

The computer lab is available for students to receive assistance from trained assistants on the software programs used in Cascadia's courses. In addition to help on a wide range of computer applications, including web technology and programming applications, staff at the Center can assist students with applying appropriate software applications to class projects. The Open Learning Center is located in CC2-060. OLC hours are posted online or by calling (425) 352-8229.

CAMPUS SERVICES

BOOKSTORE

Bookstore services are provided by the University Bookstore. Students have the opportunity to purchase textbooks and course materials both online and at the bookstore on campus. The bookstore is in LB2, across from the Campus Library. Cascadia students may participate in the bookstore's rebate program and receive discounts on many computer items. Textbook buy-back days are scheduled at the end of each quarter. The bookstore also carries Cascadia clothing and merchandise. The bookstore can be reached at (425) 352-3344.

DISABILITY SUPPORT SERVICES

Accommodations and services are available to qualified students with documented disabilities through Disability Support Services (DSS). Cascadia is committed to ensuring that qualified students with documented disabilities are provided equal opportunity to participate in all educational programs, campus services, and activities available at the college. The goal is to fully comply with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and Washington State Law (Core Services Act). For more information or to request accommodations, please contact Disability Support Services online, in the Kodiak Corner, or at (425) 352-8860.

FOOD SERVICES

A full range of salads, hot and cold sandwiches, wraps, pizzas, soups, beverages, and snacks are available at the Subway restaurant, located next to the library on campus. Take out and catering are available, as well as indoor seating. (425) 352-3604

Coffee, pastries, and snacks are available at the full-service espresso stand on the lower level of the CC2 building. Vending machines are also available on every floor in the CC1, CC2, and CC3 buildings. Additional Food Services are available in UW2 at the south end of the campus.

HOUSING

Cascadia Community College serves students who live within commuting distance of the campus. The college does not maintain residence halls or other housing, and does not assume responsibility for independent housing facilities used by students.

LOST AND FOUND

Items lost or found in the Cascadia building are turned in to Campus Security LB2-005 below the bookstore.

PARKING AND TRANSPORTATION

All students, faculty, and staff must park on campus and not on surrounding neighborhood streets (violators are subject to tickets or towing by the Bothell Police). Over 1,800 parking spaces are available on campus, in the north and south garages, in the surface parking lots, and on Campus Way. Carpool parking and motorcycle spaces are available in the north and south garages, and disabled parking is clearly marked in all locations. Daily parking permits must be purchased upon entry at the nearby pay stations. Economical quarterly passes may be purchased in Kodiak Corner. Bicycle racks are available on the north side of CC1 and CC2 buildings as well as the west side of CC3. Bicycle racks can also be found at other locations across the Cascadia/UWB campus. Bike lockers may be rented on a quarterly basis from the UWB Cashier Office located on the first floor of the UW1 building. Students and staff are encouraged to be green by walking, biking, carpooling, and using public transportation whenever possible.

Metro Transit, Sound Transit, and Community Transit service the campus. U-passes and bus schedules are available.U-passes and bus schedules are available.

RECYCLING

Environmental stewardship is a Cascadia value. Voluntary recycling is strongly encouraged. Recycling bins are provided in all campus buildings.

SECURITY

Full-time security personnel will provide support to the campus community and help provide a safe environment for learning. To reach campus security in an emergency call (425) 352-5222.
For non-emergency call (425) 352-5359.

STUDENT ID CARDS

Student photo ID cards are required on campus and provide access to the campus library. Student photo ID cards are issued in the Kodiak Corner and in the Open Learning Center.

EMERGENCY COLLEGE CLOSURES (425) 352-8000

Cascadia Community College will close offices and cancel classes if severe weather or other emergency conditions make the campus unsafe.

Emergency closure information is provided to local radio and TV stations. If Cascadia is not mentioned in radio or TV announcements, students and staff can assume that the college is open and classes are being held as usual. There will be online notification of Cascadia's closure at www.schoolreport.org and a message on the main phone line at (425) 352-8000.

If the Cascadia campus is closed, all Cascadia Continuing Education classes held at other locations will also be cancelled.

In the event of a building evacuation, please follow announcements as issued.

STUDENT LIFE

Students who want to make the most of their college experience can get involved in the college's Student Life programs, the college governance system, or other activities and programs. Opportunities to learn at Cascadia extend far beyond the classroom. Research has shown that students who are involved in activities outside the classroom are more likely to succeed academically and complete a degree.

Students are invited to participate in social, educational, cultural, leadership, and recreational activities. Some of the leadership opportunities available include student government, student clubs, and campus events.

For more information, students are encouraged to stop by the Student Life Office in the Library Annex, 1st floor.

STUDENT GOVERNMENT

studentprograms@cascadia.edu
(425) 352-8307

Cascadia Student Government, or "CSG," is the group of students who represent the entire student body (Associated Students of Cascadia Community College or "ASCCC") in matters of college governance, legislation, clubs, and activities.

Student Government meetings are held weekly and are open to all interested students. The CSG is always looking for interested and concerned students willing to give time and energy for the benefit of the students at Cascadia. Elections are held annually for President, Vice President, Secretary, and Treasurer. Other executive positions are appointed.

CASCADIA ACTIVITIES BOARD (CAB)

studentprograms@cascadia.edu
(425) 352-8307

The Cascadia Activities Board (CAB) is a student-run programming group, responsible for coordinating a variety of campus events and activities. CAB members coordinate social, educational, recreational, and multicultural events for students and the community. CAB meets weekly and all students are welcome to become part of the CAB team and help plan events on campus. Past events include movie nights, comedy night, speaker series, BBQs, dances, cram nights during finals weeks, and more!

CAB also does sports and wellness programming. The sports program at Cascadia offers students the opportunity to participate in activities throughout the year. This program is student-driven and is based on interest and participation. Sports offered during the 2009-10 academic year included dodgeball, flag football, soccer, softball, volleyball, and basketball.

PEER RESOURCE OFFICERS (PRO)

admissions@cascadia.edu
(425) 352-8140

Peer Resource Officers are a group of student leaders who work to mentor and support incoming students, build community at Cascadia, and outreach to the community. The PROs offer students new ways to get involved with campus life and help new students succeed as they work to overcome barriers to their academic achievement. For additional information about the Peer Resource Officers, contact the New Student Welcome Center in the Kodiak Corner at (425) 352-8140.

STUDENT CLUBS AND ORGANIZATIONS

studentprograms@cascadia.edu
(425) 352-8307

Getting involved in clubs and student activities can be a very rewarding experience. Students are encouraged to join campus organizations to build lasting friendships, provide unique educational opportunities, and establish support systems of peers, faculty, and staff advisors. Students are also encouraged to create new clubs and organizations. If you have any questions about clubs or activities, please contact Student Life at (425) 352-8307 or visit our website. As of this printing, current clubs include:

- Access Futures
- ASL Club
- ATOMICUG (IT)
- Bollywood Film Club
- Campus Crusade for Christ (CRU)
- Cascadia Outreach
- Cascadia Secular Student Alliance
- Cascadia Sustainable Energy Club
- Club Relentless
- Creative Arts Club
- Drama Club
- Entrepreneurs' Organization of Cascadia
- Film Appreciation Society
- Gay Straight Alliance
- Japanese Culture Club
- National Society for Leadership and Success
- Outdoor Adventure Club
- Science Club
- Spanish Club
- Veterans' Club
- Web Application Programming Technology Users Group (WAPTUG)

Interested in a club not listed here? You can start a new one! Contact the Student Life office at (425) 352-8307.

EMERGING LEADERS

studentprograms@cascadia.edu
(425) 352-8307

The Emerging Leaders program provides an opportunity for Cascadia students to learn what it takes to become an effective leader through in-depth and hands-on workshops. These workshops include issues such as the qualities of an effective leader, event planning, communications, leadership in a multicultural society, working with teams, and the leadership positions available to students at Cascadia. This Cascadia/UWBothell co-sponsored program is open to all, regardless of their previous/current experience with leadership.

EDUCATIONAL AND CAREER PATHWAYS

Cascadia Offers A Variety Of Degrees And Certificates For Students.

What program is right for me?

- A student who wants to get a Bachelor of Arts Degree should start with an Associate in Integrated Studies (AIS) Degree.
- A student who wants to earn a Bachelor of Science Degree should obtain an Associate in Science Degree in either Track 1 or Track 2.
- A student interested in a college transfer AIS degree could simultaneously pursue a short technical certificate. While earning elective credit, they could gain employable skills in a high-demand field and attain gainful employment while continuing toward their longer term goal.
- A student who wishes to improve English language skills, pre-college English, or math could enroll in an I-BEST program. These programs combine career-oriented technical courses with applied basic skills which help a student pursue a career.
- A student wishing to concentrate on skills leading directly to employment but with some transfer options should consider an AAS-T degree.
- A student wishing to prepare for work in the shortest time possible should consider a certificate.

DEGREE PROGRAMS

ACADEMIC TRANSFER

It is not necessary to complete a degree at Cascadia to be eligible to transfer to a baccalaureate-granting college or university.

ASSOCIATE IN BUSINESS DTA/MRP

The Associate in Business (AB) is a specialized focused degree in business that also meets all of the criteria for the Direct Transfer Agreement (DTA). The AB degree is designed to satisfy most (if not all) of the general education requirements of most public colleges and universities in Washington State. This program is an entry pathway to a four-year business degree preparation. The Associate in Business degree will help students design their DTA program so that it fulfills their lower division requirements and makes possible junior level transfer into business majors of most academic programs at public four-year institutions.

ASSOCIATE IN ELEMENTARY EDUCATION DTA/MRP

This degree is designed for students who intend to earn a two-year degree and transfer to a four-year college or university with a major in Elementary Education.

Fulfilling the degree requirements provides a broad foundation for success in upper division coursework. However, university admission requirements vary. Students should discuss their plans with an advisor in order to understand the specific lower-division course requirements of particular universities.

ASSOCIATE IN INTEGRATED STUDIES DTA

The Associate in Integrated Studies (AIS) is a 90 credit degree that is equivalent to the first two years of a four-year baccalaureate degree. It is considered a Direct Transfer Agreement (DTA) because the AIS degree is designed to satisfy most (if not all) of the general education requirements of most public colleges and universities in Washington State. By virtue of this agreement, students will generally transfer with junior standing and fulfill most general education requirements. However, additional language requirements, minimum GPA requirements, application deadlines, and submission of necessary documents may be required for admission by the baccalaureate institution.
Preparation for specific majors can be done as a part of the AIS degree. See an academic advisor to design an individualized education plan. A Global Studies Endorsement option of the AIS degree is also available to students who complete a minimum of 45 credit hours of Global Studies (GS) designated courses, and an additional 15 hours of Service-Learning, study abroad, or an internship. These hours may be embedded in any of the Global Studies designated courses, a stand-alone course/experience, or granted as a result of a student-initiated petition. Students wishing to be awarded a Global Studies endorsement should contact an advisor.

ASSOCIATE IN INTEGRATED STUDIES- GLOBAL STUDIES DEGREE DTA

The Associate in Integrated Studies - Global Studies degree exists to better prepare students for the myriad of opportunities and challenges, academically, interpersonally, and professionally, posed by transformations within the world at large. This degree is based on the Associate in Integrated Studies degree framework, and therefore, it is equivalent to a Direct Transfer Degree. It is considered a Direct Transfer Agreement (DTA) because the AIS degree is designed to satisfy most (if not all) of the general education requirements of most public colleges and universities in Washington State. Students will generally transfer with junior standing and fulfill all or most general education requirements.

ASSOCIATE IN PRE-NURSING DEGREE DTA/MRP

This degree program is applicable to students planning to prepare for upper division Bachelor of Science, Nursing (entry-to-practice/basic BSN program or other related allied health field) by completing a broad selection of academic courses.

ASSOCIATE IN SCIENCE-TRANSFER DEGREE

The Associate in Science Transfer (AS-T) degree is a 90-96 credit academic degree for students planning to transfer to a four-year college or university with a major in natural science, pre-med, engineering, or computer science.

The AS-T degree provides students with a solid foundation for future studies through the completion of a range of courses in the sciences and liberal arts. Courses are similar to what would typically be taken at a four-year college or university.

Students selecting this degree will choose between two "tracks." Track 1 is for students planning to major in Biological Sciences, Environmental/Earth Sciences, Chemistry, or Geology. Track 2 is for students with majors in Computer Science, Atmospheric Science, or Physics. Track 2 also offers three specific engineering major-ready pathways, Bio/Chem Engineering, Computer and Electrical Engineering, and other engineering fields. Track 2 is applicable to students planning to prepare for various engineering majors at universities in Washington.

PROFESSIONAL/TECHNICAL DEGREES

ASSOCIATE IN APPLIED SCIENCE-TRANSFER

Professional/technical programs are designed to prepare graduates for immediate employment. College staff has worked closely with business representatives in the selection of programs and design of curriculum to make sure that program graduates will possess skills that are in high demand in the workplace.

Students may work toward an Associate in Applied Sciences-Transfer degree that will typically require two years of study. This degree supports both industry preparation and limited transfer to selected four year colleges. Alternatively, students may choose to work toward a certificate that may be completed in one or more quarters. Degree programs include:

- Environmental Technologies and Sustainable Practices
- Network Technology
- Web Application Programming Technology

CERTIFICATE PROGRAMS

PROFESSIONAL/TECHNICAL CERTIFICATES

Professional/Technical Certification programs are available in the following areas:

Certificates of Completion (20-89 credits)

- Computer Applications Specialist
- Energy Audit Specialist
- Energy Management Specialist
- Network Specialist
- Solar PV System Specialist
- Technical Support Specialist

Short Certificates (19 credits or fewer)

- Computer Programming Foundations
- Database Development
- JavaScript Programming
- Office Skills Integrated with ABE
- PC Network Technician
- Phlebotomy
- Phlebotomy Integrated with ABE
- Web Applications
- Web Foundations

For more information, call (425) 352-8860.

ADDITIONAL PROGRAMS

TRAINING FOR LOCAL BUSINESSES

Cascadia's Continuing Education Business Training can design and deliver training specifically built to meet the needs of individual companies and their employees. Custom built training is available at the college or at employer worksites with flexible, employer-driven schedules.

CONTINUING EDUCATION

Cascadia offers credit and non-credit classes and certificate opportunities designed for professional and personal growth.

Certificate programs offer up-to-date and comprehensive computer and professional training in areas like Web Design, Business Intelligence, Network Administration, Project Management, and Energy Auditing. Continuing Education Certificate Programs are generally completed within the time-frame of a single academic quarter.

A wide range of non-credit classes are available for students wanting to learn a new skill, polish an existing one, or to try something "just for fun." A typical quarterly schedule includes live instruction in non-credit offerings in computing, languages, writing, dance and music, sustainability, health, and business. Continuing Education also has a wide array of online course offerings that will accomodate your busy schedule.

GRADUATION REQUIREMENTS

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

1. Be enrolled in a Cascadia degree or certificate program.
2. Satisfy all specific program requirements as stated in the college catalog that was in effect for the academic year that the student began.
3. Achieve at least a minimum of 2.0 cumulative GPA for all Cascadia Community College course work and all courses accepted in transfer from other colleges which are used to satisfy degree requirements. The grade from these transfer credits will not be averaged with the Cascadia Community College GPA and therefore transfer credits must also average 2.0.
4. Earn from Cascadia at least 25 of the credits being applied toward the degree or certificate.
5. For degrees, earn at least 60 credits with decimal grades other than 'P' (Pass) grades.
6. Fulfill all financial obligations to the college.
7. An application for graduation is available online or at Kodiak Corner. Submit it and the processing fee at the main counter. See the quarterly schedule of classes for deadline dates to submit the Application for Graduation.

If transferring to a four-year institution, students should seek information directly from that institution's admissions office and from advisors in a chosen major at that school.

Students with no more than a two-quarter break (excluding summer) have the option of completing the program requirements in effect in the catalog at the time they first enrolled at Cascadia Community College or those in effect during their last quarter of attendance. See "Continuous Enrollment Policy" on page 4.

GRADUATION APPLICATION DEADLINES

Students who are eligible for a degree or certificate may submit a graduation application during their last quarter or the quarter preceding their last quarter. Degrees and certificates are awarded on a quarterly basis. Deadlines are:

- **Fall** quarter graduation — *third week of summer quarter.*
- **Winter** quarter graduation — *third week of fall quarter.*
- **Spring** quarter graduation — *third week of winter quarter.*
- **Summer** quarter graduation — *second week of spring quarter.*

Students who have graduated during the previous fall and winter quarters may participate in the annual spring commencement ceremony, held in mid-June.

GRADUATION HONORS

Cascadia Community College places a high value on scholarship. To encourage and reward high academic achievement, students who distinguish themselves in the classroom throughout their program of study are recognized by being awarded Graduation Honors as described below during Commencement and on their diploma. All graduates earning Graduation Honors will be given an honor cord to wear in the Commencement ceremony. For students graduating in spring or summer, the honors listed in the Commencement Program, as well as honor cord distribution, will be based upon a student's cumulative grade point average as of the end of winter quarter, since spring and/or summer grades are not available for this determination. Only Cascadia Community College credits are used to calculate the cumulative grade point average for the purpose of awarding graduation honors.

PRESIDENT'S HONORS

Graduating students who complete at least 12 college-level credits each quarter during their program of study and maintain a cumulative grade point average of 3.9 to 4.0 shall be recognized with President's Honors.

FACULTY HONORS

Graduating students who maintain a cumulative grade point average in their college-level credits of at least 3.6 shall be recognized with Faculty Honors.

TRANSFER SERVICES

Cascadia's academic advisors are available to assist students wishing to transfer to a four-year institution. Advisors help students plan for Cascadia's graduation requirements, university admission requirements, and the requirements of various majors.

University admissions representatives visit Cascadia every quarter to provide materials, answer questions, and make individual appointments. For a schedule of university visits see our website or to arrange to meet with a Cascadia advisor, call (425) 352-8220.

START YOUR BACHELOR'S DEGREE AT CASCADIA

Through the Direct Transfer Agreement (DTA) students may be able to complete 90 credits at Cascadia and satisfy most of the general education requirements for a baccalaureate degree program in Washington State. Students intending to receive an Associate's degree from Cascadia and transfer to a four-year public or private university to complete a Bachelor's degree should consult with an advisor at the receiving institution to ensure courses and credits completed at Cascadia will be accepted. Cascadia advisors can assist in this process as well.

UNIVERSITY OF WASHINGTON BOTHELL

Cascadia has a dual enrollment agreement with University of Washington Bothell. Dual enrollment is a focused, efficient, and cost-effective path for eligible students to earn both an Associate's degree from Cascadia Community College and a Bachelor's degree from University of Washington in one of three programs: Interdisciplinary Arts and Sciences, Business Administration, or Computing and Software Systems. UWB is a student-focused undergraduate and graduate university that shares a campus with Cascadia. UWB provides a rich and rewarding education in a 21st century learning environment. Classes are offered day and evening, for full or part-time students. Students interested in learning more about dual enrollment should call the Kodiak Corner at (425) 352-8860 to make an appointment with the Cascadia dual enrollment advisor.

PROGRAM LEARNING OUTCOMES

General education at Cascadia is the cornerstone of learning a set of skills that will enable students to access, process, construct, and express knowledge across cultures. Completing the general education core at Cascadia will require a willingness to take risks, an interest in growing and adopting new, more refined points of view, and an awareness of a global context for ideas and facts. Classes provide learning experiences in which students take responsibility for encountering and mastering new knowledge and practices and growing into active, lifelong learners who are prepared for whatever challenges come next.

THE GENERAL EDUCATION CORE

Every degree at Cascadia is grounded in a set of core courses that emphasize communicating, cultural knowledge, and quantitative and symbolic reasoning. In the General Education Core, learners have a chance to become aware of the ways that culture—their own and that of others across the globe and history—informs, enriches, and at times limits learning and growth. Students practice argument, problem solving, analysis, and synthesis while they encounter and try out points of view from across the globe and reflect on their own points of view. All Cascadia students who complete the core have a minimum of 20 credits of guided practice in achieving the following outcomes.

Learn: Students will demonstrate a willingness to take risks and to deepen knowledge about self, others, and the world. They will learn to construct meaning from expanding and conflicting information, rigorously using technology and discourses as learning tools, meeting deadlines, and seeking help when necessary. They will demonstrate interdisciplinary knowledge of global communities framed by intersections between class, race, gender, religion, national origin, sexual orientation, and other identities.

Think: Learners will practice using a variety of conceptual and theoretical lenses and reflect on how these lenses provide alternative views of the experience and points of view of self, individual, and group. They will demonstrate the ability to examine their attitudes, values, behavior, and assumptions as well as structures of power and inequality. They will translate content between contexts with an awareness of the impact of points of view and technology on individuals and society.

Communicate: Learners will gather information, and draft and publish texts that demonstrate creativity and an awareness of criteria for clear, original communication. They will communicate interpretations of data and claims and articulate rationales for making decisions about responsible action.

Interact: Learners will share ideas, experiences, and self-assessment processes, and listen to those of others. They will assess ways in which relations among individuals and groups are defined in terms of relations of power which make possible both conflict and collaboration. Learners will recognize and tolerate conflict and respect individual ways of arriving at answers while critically analyzing models and ways of thinking.

CULTURAL KNOWLEDGE

The Cascadia Mission and College outcomes point to the importance of being aware of the ways that culture—one's own and those of others across the globe and history—inform, enrich, and at times limit learning and growth. To that end, the College has established this outcome.

Learn: Students will demonstrate interdisciplinary knowledge of the local, national, and/or global experience of communities framed by intersections between class, race, gender, religion, national origin, sexual orientation, and other identities.

Think: Learners will practice using a variety of conceptual and theoretical lenses and reflect on how these lenses provide alternative views of the experience and points of view of self, individual, and group. As part of this practice, learners will think critically about structures of power and inequality.

Communicate: Learners will use concepts and theories to communicate interpretations of course content and articulate rationales for making decisions about responsible action in various walks of life.

Interact: Learners will recognize and articulate complex differences between and among their own cultures and others. As part of this practice, they will confront ways in which relations among individuals and groups are defined in terms of relations of power which make possible both conflict and collaboration.

HUMANITIES

Languages, literature, the arts, and philosophy are essential cultural expressions of being human. Underlying these subjects are ideas such as aesthetics, ethics, symbolism, and creativity that vary across times and cultures. Through the humanities, learners participate in others' subjective experience of reality and convey their own.

Learn: Learners will gain knowledge of the core content of at least two humanities disciplines and of methods of analysis, synthesis, and evaluation.

Think: Learners will analyze and evaluate humanities content, drawing conclusions about the form and impact of human artifacts.

Communicate: Learners will discover and use a creative process to communicate understandings of human experience through visual, musical, dramatic, oral, or written products.

Interact: Learners will investigate the context and language of the human experience to examine and explore their everyday worlds and to expand their experience and understanding of other cultures and times.

PROGRAM LEARNING OUTCOMES

NATURAL SCIENCE

Science literacy provides a foundation for informed citizenship in our increasingly technological society. Learners practice, communicate, and apply science in order to understand the natural and physical world and the consequences of human activity within it.

Learn: Learners will comprehend and describe science as a process of generating knowledge that relies on testable hypotheses, verifiable data, and evolving theories that explain natural phenomena.

Think: Learners will conduct scientific investigations, i.e., design and modify experiments, make accurate observations, and apply quantitative and qualitative strategies to interpret numerical and graphical data.

Communicate: Learners will read technical information with understanding and express technical information in written, verbal, and graphical forms for a variety of audiences, both within and outside science.

Interact: Learners will know and apply fundamental concepts in the biological, chemical, and physical sciences to make informed decisions and engage meaningfully in ethical issues that involve science and technology.

SOCIAL SCIENCE

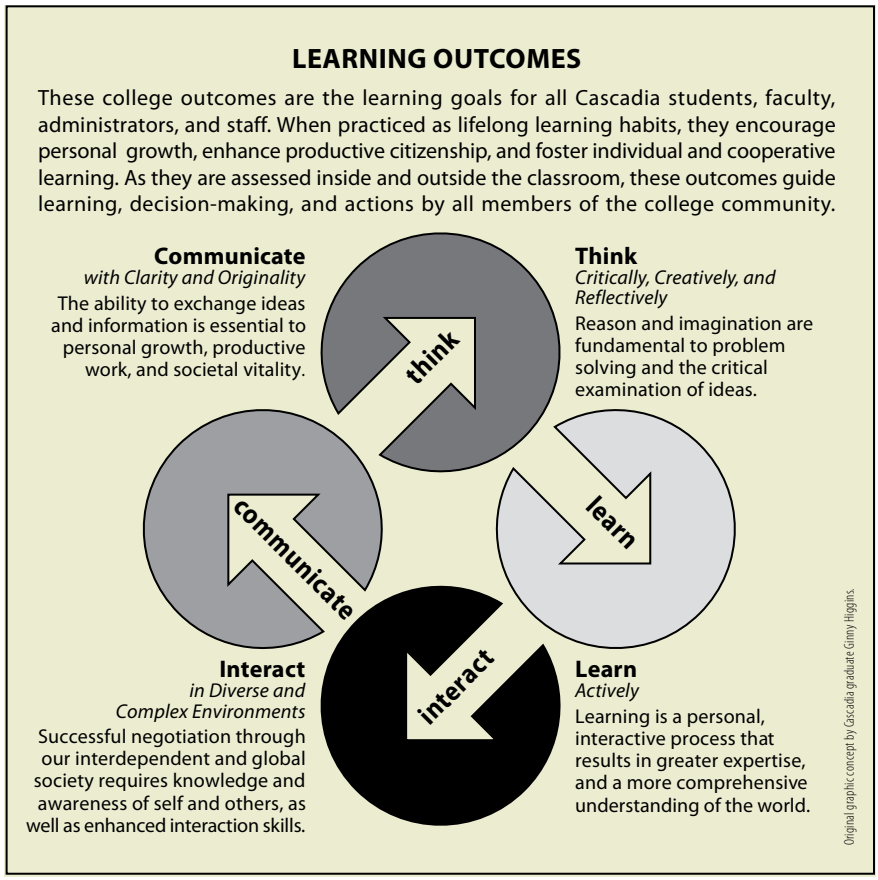
The social sciences expand learners' understanding of the nature and behavior of individuals as well as their interaction and organization in multiple cultural contexts.

Learn: Learners will demonstrate an understanding of the interrelationships between the individual and socio-historical forces, and the ways that social structures impact diversity, inequality, and social change. As part of this study, students will show an understanding of theoretical frameworks.

Think: Learners will identify and evaluate qualitative and quantitative evidence to draw conclusions about human behavior consistent with social science theory.

Communicate: Learners will read information with understanding and express information in written, verbal, and graphical forms for audiences within and outside science.

Interact: Learners will recognize and explain the ways that different frameworks affect the conclusions they draw from data.



ASSOCIATE IN BUSINESS DTA/MRP

90 CREDITS

This degree is designed for students who desire to transfer to four-year colleges and universities in the area of business. Students who complete an Associate in Business DTA degree will have satisfied the lower division general education (or core) requirements and lower division business requirements at the baccalaureate institutions, subject to the provisos listed in the Intercollege Relations Commission Handbook. University admission requirements vary—consult with an advisor for specific information. Admission to Washington public baccalaureate schools of business is not guaranteed to students holding an Associate in Business DTA degree. It is strongly recommended that students contact the baccalaureate-granting business school early in their Associate in Business DTA program to be advised about additional requirements (e.g., GPA) and procedures for admission. Please note that admission for many business schools is competitive, and high grade-point averages and course grades are often required. Please check with your destination school and college. UW Bothell requires a minimum of 2.0 in all prerequisite courses. Consult with an academic advisor to develop an educational plan.

COMPLETION REQUIREMENTS

The Associate in Business Degree DTA/MRP requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3-5 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 100 or COLL 101	Study Strategies or College Strategies	55 33			5.0 or 3.0

GENERAL EDUCATION CORE COURSES — 30 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101	English Composition I	55			5.0
ENGL& 102	Composition II	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH 147	Business Precalculus	55			5.0
MATH& 148	Business Calculus	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

Associate in Business DTA/MRP (Continued)

HUMANITIES DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one class of world language at the 100 level may be included.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST& 220	Public Speaking	55			5.0
	CKR designated course (see above)	55			5.0
	H designated course	55			5.0

SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students should check with an advisor for specific university and business school requirements

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ECON& 201	Microeconomics	55			5.0
ECON& 202	Macroeconomics	55			5.0
POLS	political science course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits required in physical, earth, and/or biological sciences.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 146	Intro to Statistics	55			5.0
	NS designated course	55			5.0
	NS (LAB) designated course	44	22		5.0

REQUIRED ELECTIVE CREDITS — 20+ CREDITS

Students should check with an advisor for specific university and business school requirements

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ACCT& 201	Principles of Accounting I	55			5.0
ACCT& 202	Principles of Accounting II	55			5.0
ACCT& 203	Principles of Accounting III	55			5.0
BUS& 201 or POLS& 200	Business Law or Introduction to Law	55			5.0

ASSOCIATE IN ELEMENTARY EDUCATION DTA/MRP

93-95 CREDITS

This degree is designed for students who intend to earn a two-year degree and transfer to a four-year college or university with a major in Elementary Education. Fulfilling the degree requirements provides a broad foundation for success in upper division coursework. However, university admission requirements vary. Students should discuss their plans with an advisor in order to understand the specific lower-division course requirements of particular universities.

COMPLETION REQUIREMENTS

The Associate in Elementary Education degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3-5 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 100 or COLL 101	Study Strategies or College Strategies	55 33			5.0 or 3.0

GENERAL EDUCATION CORE COURSES — 30 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101	English Composition I	55			5.0
ENGL& 102	Composition II	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 171	Math for Elementary Ed I	55			5.0
MATH& 172	Math for Elementary Ed II	55			5.0
MATH& 173	Math for Elementary Ed III	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0

HUMANITIES DISTRIBUTION REQUIREMENT — 20 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST& 220	Public Speaking	55			5.0
HIST& 146 or HIST& 147 or HIST& 148 or HIST 150	U.S. History I or U.S. History II or U.S. History III or Multicultural U.S. History	55			5.0
ART, DRMA, MUSC, or ENGL	H designated course **ENGL course must be literature*	55			5.0
ART, DRMA, MUSC, or ENGL	H designated course **ENGL course must be literature*	55			5.0

Associate in Elementary Education DTA/MRP (Continued)

SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 20 CREDITS

Students must complete courses from at least three different disciplines

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
PSYC& 200	Lifespan Psychology	55			5.0
HIST& 126 or HIST& 127 or HIST& 128 or HIST 210	World Civilizations I or World Civilizations II or World Civilizations III or Islamic Civilizations	55			5.0
ECON, GEOG, POLS, PSYC, or SOC	SS designated course **PSYC 210 and SOC 241 are recommended*	55			5.0
ECON, GEOG, POLS, PSYC, or SOC	SS designated course **PSYC 210 and SOC 241 are recommended*	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete at least five credits of BIOL; and at least five credits of PHYS or CHEM

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
GEOG 120	Regional Environments and People	55			5.0
PHYS, BIOL, ENVS, or GEOL	NS (LAB) designated course	44	22		5.0
PHYS, BIOL, ENVS, or GEOL	NS (LAB) designated course	44	22		5.0

REQUIRED ELECTIVE CREDITS — 5 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
EDUC& 202	Introduction to Education	55			5.0

ASSOCIATE IN INTEGRATED STUDIES DTA

90 CREDITS

This degree is designed for those students who are interested in earning a two-year academic degree. This 90-credit degree is most often an appropriate goal for students who intend to transfer to four-year colleges and universities. The Associate in Integrated Studies degree is also the degree of choice for students who intend to transfer, but who are undecided about which baccalaureate institution they will attend. It is considered a Direct Transfer Agreement (DTA) because the AIS degree is designed to satisfy most (if not all) of the general education requirements of most public colleges and universities in Washington State. By virtue of this agreement, students will generally transfer with junior standing and fulfill all or most general education requirements. It is not necessary to complete a degree at Cascadia to be eligible to transfer to a baccalaureate-granting college or university, but most baccalaureate-granting colleges and universities or programs within those colleges and universities give admission preference to transfer students who have completed the two-year transfer degree.

A Global Studies Endorsement option of the AIS degree is also available to students who complete a minimum of 45 credit hours of Global Studies (GS) designated courses, and an additional 15 hours of service-learning, study abroad, or an internship. These hours may be embedded in any of the Global Studies designated courses, a stand-alone course/experience, or granted as a result of a student-initiated petition. Students wishing to be awarded a Global Studies Endorsement should contact an advisor.

COMPLETION REQUIREMENTS

The Associate in Integrated Studies degree (AIS) requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3-5 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 100 or COLL 101	Study Strategies or College Strategies	55 33			5.0 or 3.0

GENERAL EDUCATION CORE COURSES — 25 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101	English Composition I	55			5.0
ENGL& 102	Composition II	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH or BIT 142 or ECON& 201 or PHIL& 106	100 level or above or Intermediate Programming or Microeconomics or Intro to Logic	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

Associate in Integrated Studies DTA (Continued)

HUMANITIES DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	H designated course	55			5.0
	H designated course	55			5.0
	H designated course	55			5.0

SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	SS designated course	55			5.0
	SS designated course	55			5.0
	SS designated course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits required in physical, earth, and/or biological sciences.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	NS designated course	55			5.0
	NS designated course	55			5.0
	NS (LAB) designated course	44	22		5.0

REQUIRED ELECTIVE CREDITS — 15+ CREDITS

Students must complete sufficient elective credits in college level courses (numbered 100 or above) to bring the total credits for the AIS degree to 90. These credits may be selected from any combination of the distribution course lists. No more than 12 credits may be included from the restricted electives list.

ASSOCIATE IN INTEGRATED STUDIES DTA

GLOBAL STUDIES
90 CREDITS

The Associate in Integrated Studies - Global Studies degree exists to better prepare students for the myriad of opportunities and challenges, academically, interpersonally, and professionally, posed by transformations within the world at large. A minimum of 45 credit hours will be from courses designated as meeting the Global Studies designation requirements. This degree is based on the Associate in Integrated Studies degree framework, and therefore, it is equivalent to a Direct Transfer Degree. It is considered a Direct Transfer Agreement (DTA) because the AIS degree is designed to satisfy most (if not all) of the general education requirements of most public colleges and universities in Washington State. Students will generally transfer with junior standing and fulfill all or most general education requirements.

COMPLETION REQUIREMENTS

The Global Studies AIS degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3-5 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 100 or COLL 101	Study Strategies or College Strategies	55 33			5.0 or 3.0

GENERAL EDUCATION CORE COURSES — 25 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101	English Composition I	55			5.0
ENGL& 102	Composition II	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH or BIT 142 or ECON& 201 or PHIL& 106	100 level or above or Intermediate Programming or Microeconomics or Intro to Logic	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

AIS - Global Studies DTA (Continued)

HUMANITIES DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	GS designated H course	55			5.0
	GS designated H course	55			5.0
	GS designated H course	55			5.0

SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete Global Studies designated courses from at least two different disciplines.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	GS designated SS course	55			5.0
	GS designated SS course	55			5.0
	GS designated SS course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits required in physical, earth, and/or biological sciences.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	GS designated NS course	55			5.0
	GS designated NS course	55			5.0
	GS designated NS (LAB) course	44	22		5.0

REQUIRED ELECTIVE CREDITS — 20-25 CREDITS

Students must complete sufficient elective credits in college level courses (numbered 100 or above) to bring the total credits for this degree to 90. These credits must be selected from any combination of the courses on the GS distribution lists. Students must complete or show 200-level competency in a world language. Five credits of service learning, study abroad, or internship must also be demonstrated. No more than 12 credits may be included from the restricted electives list.

ASSOCIATE IN PRE-NURSING DTA/MRP

95-97 CREDITS

This degree program is applicable to students planning to transfer to a program where they can earn a baccalaureate degree in Nursing (Entry-to-practice/basic BSN program or other related allied health field) by completing a broad selection of academic courses. This degree has been agreed upon by the following baccalaureate institutions offering an entry-to-practice/basic BSN program and the community and technical colleges system: University of Washington, Seattle; Washington State University; Northwest University; Seattle University; Seattle Pacific University; Pacific Lutheran University; Walla Walla College. The Washington State University Intercollegiate College of Nursing (WSU-ICN) is a consortium whose members include Eastern Washington University, and Whitworth. Associate's degree transfers to WSU-ICN are admitted through WSU, not through the other consortium institutions. EWU participated in the development of this agreement. Student must contact the potential transfer institutions regarding their choices where the degree allows for student choice in classes and are encouraged to consult an academic advisor.

COMPLETION REQUIREMENTS

The Associate in Pre-Nursing DTA/MRP degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits from Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3-5 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 100 or	Study Strategies or	55			5.0 or
COLL 101	College Strategies	33			3.0

GENERAL EDUCATION CORE COURSES — 25 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101	English Composition I	55			5.0
ENGL& 102	Composition II	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 146	Intro to Statistics	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

HUMANITIES DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST& 220	Public Speaking	55			5.0
	H designated CKR course	55			5.0
	H designated course	55			5.0

Associate in Pre-Nursing DTA (Continued)

SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 15 CREDITS

Students must complete courses from at least two different disciplines.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
PSYC& 100	General Psychology	55			5.0
PSYC& 200	Lifespan Psychology	55			5.0
SOC	SS designated course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 37 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits required in physical, earth, and/or biological sciences.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIOL& 211	Majors Cellular	44	22		5.0
BIOL& 231	Human Anatomy	44	44		6.0
BIOL& 232	Human Physiology	44	44		6.0
BIOL& 260	Microbiology	33	44		5.0
CHEM& 121	Intro to Chemistry	44	22		5.0
CHEM& 131	Intro to Organic/Biochemistry	44	22		5.0
NUTR& 101	Nutrition	55			5.0

ASSOCIATE IN SCIENCE - TRANSFER TRACK 1

90 CREDITS

The Associate in Science-Transfer (AS-T) degree is designed for students who are interested in earning a two-year academic degree. This degree is primarily intended for students planning to transfer to a four-year college or university with a major in natural science, pre-med, engineering, or computer science. Like all Cascadia transfer degrees, the AS-T degree provides students with a solid foundation for future studies through the completion of a range of courses in the sciences and liberal arts. Courses are similar to what would typically be taken at a four-year college or university. Students selecting this degree complete a common general education core and then choose between two "tracks." Track 1 is for students planning to major in biological sciences, environmental/resource sciences, chemistry, geology, or earth science. AS-T degree students should consult an academic advisor for full details.

COMPLETION REQUIREMENTS

The Associate in Science Transfer-Track 1 degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3-5 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 100 or COLL 101	Study Strategies or College Strategies	55 33			5.0 or 3.0

GENERAL EDUCATION CORE COURSES — 30 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
ENGL& 102	Composition II	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 151	Calculus I	55			5.0
MATH& 152	Calculus II	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

Associate in Science - Transfer Track 1 (Continued)

HUMANITIES/ SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 10 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	H designated course	55			5.0
	SS designated course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 38 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits required in physical, earth, and/or biological sciences. Students are required to complete the sequence courses listed below at one institution

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CHEM& 161	General Chemistry w/ Lab I	44	44		6.0
CHEM& 162	General Chemistry w/ Lab II	44	44		6.0
CHEM& 163	General Chemistry w/ Lab III	44	44		6.0
MATH& 163 or MATH 235	Calculus 3 or Statistics in Engineering and Science	55			5.0
BIOL& 211 or PHYS& 121 or PHYS& 221	Majors Cellular or General Physics I or Engineering Physics I	44	22		5.0
BIOL& 212 or PHYS& 122 or PHYS& 222	Majors Animal or General Physics II or Engineering Physics II	44	22		5.0
BIOL& 213 or PHYS& 123 or PHYS& 223	Majors Plant or General Physics III or Engineering Physics III	44	22		5.0

REQUIRED ELECTIVE CREDITS — 7+ CREDITS

Remaining elective credits should be planned with the help of an advisor based on the requirements of the specific major at the baccalaureate institution the student selects to attend. Elective credits may be selected from any of the distribution and elective courses. Professional/technical courses numbered 100 or above may be considered restricted electives. No more than 12 credits may be included from the restricted electives list. Math& 141 may not satisfy specific distribution requirements in the AS-T degrees. Consult an advisor for more information.

ASSOCIATE IN SCIENCE - TRANSFER TRACK 2 MRP

90 CREDITS

The Associate in Science-Transfer (AS-T) degree is designed for students who are interested in earning a two-year academic degree. This degree is primarily intended for students planning to transfer to a four-year college or university with a major in natural science, pre-med, engineering, or computer science. Like all Cascadia transfer degrees, the AS-T degree provides students with a solid foundation for future studies through the completion of a range of courses in the sciences and liberal arts. Courses are similar to what would typically be taken at a four-year college or university. Students selecting this degree complete a common general education core and then choose between two "tracks." Track 2 is for students with majors in computer science, atmospheric science, or physics. Track 2 also has a specific engineering portion for students planning on a major in engineering. AS-T degree students should consult an academic advisor for full details.

COMPLETION REQUIREMENTS

The Associate in Science-Transfer Track 2 degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3-5 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 100 or COLL 101	Study Strategies or College Strategies	55 33			5.0 or 3.0

GENERAL EDUCATION CORE COURSES — 30 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
ENGL& 102	Composition II	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 151	Calculus I	55			5.0
MATH& 152	Calculus II	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

Associate in Science - Transfer Track 2 (continued)

HUMANITIES / SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 10 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	H designated course	55			5.0
	SS designated course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 26 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits are required in physical, earth and/or biological sciences. Students are required to complete the sequence courses listed below at one institution.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CHEM& 161	General Chemistry w/ Lab I	44	44		6.0
MATH& 163 or MATH 235	Calculus 3 or Statistics in Engineering and Science	55			5.0
PHYS& 121 or PHYS& 221	General Physics I or Engineering Physics I	44	22		5.0
PHYS& 122 or PHYS& 222	General Physics II or Engineering Physics II	44	22		5.0
PHYS& 123 or PHYS& 223	General Physics III or Engineering Physics III	44	22		5.0

REQUIRED ELECTIVE CREDITS — 19+ CREDITS

Remaining elective credits should be planned with the help of an advisor based on the requirements of the specific major at the baccalaureate institution the student selects to attend. Elective credits may be selected from any of the distribution and elective courses. Professional/technical courses numbered 100 or above may be considered restricted electives. No more than 12 credits may be included from the restricted electives list. Math& 141 will not satisfy any distribution requirement in the AS-T degrees. Consult an advisor for more information.

ASSOCIATE IN SCIENCE - TRANSFER TRACK 2 ENGINEERING

BIOENGINEERING AND CHEMICAL ENGINEERING
99-101 CREDITS

This degree program is applicable to students planning to prepare for various engineering majors at universities in Washington. This degree represents agreement regarding expanded detail for the existing Associate in Science-Transfer, Track 2 between the baccalaureate institutions offering engineering bachelor's degrees and the community and technical colleges system. AS-T Degree students should, however, maintain careful contact with an advisor at the potential transfer institution in regard to choice in engineering classes. Students completing the AS-T, Track 2 degrees will, if admitted to the university, be admitted as juniors with all or most prerequisites for the specific engineering major completed (depending on choices made among engineering electives) and with lower division general education courses partially completed in a manner similar to the partial completion by freshmen-entry engineering students. The same 2.0 GPA requirement that applies to AS-T in general applies to these expanded pathways. Engineering programs are competitive and may require a higher GPA overall or a higher GPA in specific courses. Baccalaureate institutions will apply up to 110 quarter credits required under this agreement to the credits required in the bachelor's degree, subject to institutional policy on the transfer of lower division credits.

COMPLETION REQUIREMENTS

The Associate in Science-Transfer Track 2 Engineering degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 101	College Strategies	33			3.0

GENERAL EDUCATION CORE COURSES — 35 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
ENGL& 235	Technical Writing	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 151	Calculus I	55			5.0
MATH& 152	Calculus II	55			5.0
MATH& 163	Calculus 3	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

Associate in Science - Transfer Track 2 Engineering - Bioengineering and Chemical Engineering (Continued)

HUMANITIES / SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 10 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included. Economics is recommended.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	H designated course	55			5.0
	SS designated course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 43 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). Students are required to complete the sequence courses listed below at one institution.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CHEM& 161	General Chemistry w/ Lab I	44	44		6.0
CHEM& 162	General Chemistry w/ Lab II	44	44		6.0
CHEM& 163	General Chemistry w/ Lab III	44	44		6.0
MATH 238	Differential Equations	55			5.0
PHYS& 221	Engineering Physics I	44	22		5.0
PHYS& 222	Engineering Physics II	44	22		5.0
PHYS& 223	Engineering Physics III	44	22		5.0

REQUIRED ELECTIVE CREDITS — 8+ CREDITS

Students should select from the list of courses below as appropriate for intended major and intended baccalaureate institution. Students should consult an advisor for more information.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIOL& 211	Majors Cellular	44	22		5.0
BIT 142	Intermediate Programming	55			5.0
BIT 143	Programming Data Structures	55			5.0
ECON& 201 or ECON& 202	Microeconomics or Macroeconomics	55			5.0
MATH 208	Linear Algebra	55			5.0
MATH& 264	Calculus 4	33			3.0

ASSOCIATE IN SCIENCE - TRANSFER TRACK 2 ENGINEERING MRP

COMPUTER AND ELECTRICAL ENGINEERING
102 CREDITS

This degree program is applicable to students planning to prepare for various engineering majors at universities in Washington. This degree represents agreement regarding expanded detail for the existing Associate in Science-Transfer, Track 2 between the baccalaureate institutions offering engineering bachelor's degrees and the community and technical colleges system. AS-T degree students should, however, maintain careful contact with an advisor at the potential transfer institution in regard to choice in engineering classes. Students completing the AS-T, Track 2 degrees will, if admitted to the university, be admitted as juniors with all or most prerequisites for the specific engineering major completed (depending on choices made among engineering electives) and with lower division general education courses partially completed in a manner similar to the partial completion by freshmen-entry engineering students. The same 2.0 GPA requirement that applies to AS-T in general applies to these expanded pathways. Engineering programs are competitive and may require a higher GPA overall or a higher GPA in specific courses. Baccalaureate institutions will apply up to 110 quarter credits required under this agreement to the credits required in the bachelor's degree, subject to institutional policy on the transfer of lower division credits.

COMPLETION REQUIREMENTS

The Associate in Science-Transfer Track 2 Engineering degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 101	College Strategies	33			3.0

GENERAL EDUCATION CORE COURSES — 35 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
ENGL& 235	Technical Writing	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 151	Calculus I	55			5.0
MATH& 152	Calculus II	55			5.0
MATH& 163	Calculus 3	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

Associate in Science - Transfer Track 2 Engineering - Computer and Electrical Engineering (Continued)

HUMANITIES / SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 10 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included. Economics is recommended.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	H designated course	55			5.0
	SS designated course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 44 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits required in physical, earth, and/or biological sciences. Students are required to complete the sequence courses listed below at one institution.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 265	Structures and Algorithms	55			5.0
CHEM& 161	General Chemistry w/ Lab I	44	44		6.0
ENGR& 214	Statics	55			5.0
MATH 208	Linear Algebra	55			5.0
MATH 238	Differential Equations	55			5.0
MATH& 264	Calculus 4	33			3.0
PHYS& 221	Engineering Physics I	44	22		5.0
PHYS& 222	Engineering Physics II	44	22		5.0
PHYS& 223	Engineering Physics III	44	22		5.0

REQUIRED ELECTIVE CREDITS — 10 CREDITS

Remaining elective credits should be planned with the help of an advisor based on the requirements of the specific major at the baccalaureate institution the student selects to attend. Elective credits may be selected from any of the distribution and elective courses. Professional/technical courses numbered 100 or above may be considered restricted electives. No more than 12 credits may be included from the restricted electives list. Math& 141 will not satisfy any distribution requirement in the AS-T degrees. Consult an advisor for more information.

ASSOCIATE IN SCIENCE - TRANSFER TRACK 2 ENGINEERING MRP

OTHER ENGINEERING
108-110 CREDITS

This degree program is applicable to students planning to prepare for various engineering majors at universities in Washington. This degree represents agreement regarding expanded detail for the existing Associate in Science-Transfer, Track 2 between the baccalaureate institutions offering engineering bachelor's degrees and the community and technical colleges system. AS-T degree students should, however, maintain careful contact with an advisor at the potential transfer institution in regard to choice in engineering classes. Students completing the AS-T, Track 2 degrees will, if admitted to the university, be admitted as juniors with all or most prerequisites for the specific engineering major completed (depending on choices made among engineering electives) and with lower division general education courses partially completed in a manner similar to the partial completion by freshmen-entry engineering students. The same 2.0 GPA requirement that applies to AS-T in general applies to these expanded pathways. Engineering programs are competitive and may require a higher GPA overall or a higher GPA in specific courses. Baccalaureate institutions will apply up to 110 quarter credits required under this agreement to the credits required in the bachelor's degree, subject to institutional policy on the transfer of lower division credits.

COMPLETION REQUIREMENTS

The Associate in Science-Transfer Track 2 Engineering degree requires at least 90 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits in residence at Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

FOUNDATIONS FOR COLLEGE SUCCESS — 3 CREDITS

Must be completed within the first 30 credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
COLL 101	College Strategies	33			3.0

GENERAL EDUCATION CORE COURSES — 35 CREDITS

Communicating and Thinking Critically:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
ENGL& 235	Technical Writing	55			5.0

Quantitative or Symbolic Reasoning:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
MATH& 151	Calculus I	55			5.0
MATH& 152	Calculus II	55			5.0
MATH& 163	Calculus 3	55			5.0

Cultural Knowledge Requirement:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CMST, GS, HIST, HUMAN, or SOC	150 series CKR designated course	55			5.0
	H or SS course also designated as CKR. **An additional 150 CKR course may be used to satisfy this requirement. This course may also apply to the Humanities or Social Science distribution requirements.*	55			5.0

Associate in Science - Transfer Track 2 Engineering - Other Engineering (Continued)

HUMANITIES / SOCIAL SCIENCE DISTRIBUTION REQUIREMENT — 10 CREDITS

Students must complete courses from at least two different disciplines. No more than five credits may be included from those courses designated HP as performance/skills, applied theory, or lecture/studio courses. Only one course of a world language at the 100 level may be included. Economics is recommended.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
	H designated course	55			5.0
	SS designated course	55			5.0

NATURAL SCIENCE DISTRIBUTION REQUIREMENT — 52 CREDITS

Students must complete courses from at least two different disciplines, and include at least five credits of a lab course (LAB). At least 10 credits are required in physical, earth, and/or biological science. Students are required to complete the sequence courses listed below at one institution.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
CHEM& 161	General Chemistry w/ Lab I	44	44		6.0
CHEM& 162	General Chemistry w/ Lab II	44	44		6.0
ENGR& 214	Statics	55			5.0
ENGR& 215	Dynamics	55			5.0
ENGR& 225	Mechanics of Materials	55			5.0
MATH 208	Linear Algebra	55			5.0
MATH 238	Differential Equations	55			5.0
PHYS& 221	Engineering Physics I	44	22		5.0
PHYS& 222	Engineering Physics II	44	22		5.0
PHYS& 223	Engineering Physics III	44	22		5.0

REQUIRED ELECTIVE CREDITS — 8+ CREDITS

Remaining elective credits should be planned with the help of an advisor based on the requirements of the specific major at the baccalaureate institution the student selects to attend. Elective credits may be selected from any of the distribution and elective courses. Professional/technical courses numbered 100 or above may be considered restricted electives. No more than 12 credits may be included from the restricted electives list. Math& 141 will not satisfy any distribution requirement in the AS-T degrees. Consult an advisor for more information.

ASSOCIATE IN APPLIED SCIENCE - TRANSFER

ENVIRONMENTAL TECHNOLOGIES AND SUSTAINABLE PRACTICES - BUSINESS EMPHASIS
95 CREDITS

The renewable energy industry is a rapidly emerging field that promises a more environmentally sensitive, globally conscientious way of life for everyone on our planet. Governments and businesses in this state and around the world are clamoring for professionals who can "pioneer innovative pathways" in this relatively uncharted territory. In this exciting time, our world is redesigning how we consume energy; students in this program will have the chance to be a part of that as professional practitioners as well as in roles as informed consumers and political citizens.

COMPLETION REQUIREMENTS

The Environmental Technologies and Sustainable Practices Business Emphasis degree requires at least 95 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits from Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

SUGGESTED PREREQUISITES

PREREQUISITE CREDITS DO NOT APPLY TOWARD DEGREE

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 154	Beginning Word Processing		22		1.0
BIT 156	Beginning Spreadsheet		22		1.0
BIT 158	Beginning Database		22		1.0
BIT 163	Beginning PowerPoint		22		1.0

GENERAL EDUCATION CORE COURSES — 20 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
BUS& 101	Introduction to Business	55			5.0
MATH& 107 or MATH& 141 or MATH 147	Math in Society or Precalculus I or Business Precalculus	55			5.0
PSYC 251	Organizational Behavior	55			5.0

Associate in Applied Science - Transfer - Environmental Technologies and Sustainable Practices - Business Emphasis (Continued)

PROGRAM REQUIREMENTS — 50 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 220	Project Management	55			5.0
ETSP 101	Intro to Environmental Technologies and Sustainable Practices	55			5.0
ETSP 102	Power Generation and Distribution	55			5.0
ETSP 110	Conventional Energy Systems	55			5.0
ETSP 161	Blueprint Reading		22		1.0
ETSP 190	Documenting and Reporting Energy Use	33			3.0
ETSP 201	Environmental Regs and Compliance	55			5.0
ETSP 203	Energy Auditing and Analysis I	55			5.0
ETSP 204	Carbon Footprint and Sustainability Analysis	55			5.0
ETSP 290	Capstone Seminar	11			1.0
PHYS 111	Physics of Sustainable Energy	55			5.0
BIOL 120 or CHEM& 121 or ENVS& 101 or ENVS 150 or ENVS 220 or GEOL& 101	Survey of the Kingdoms or Introduction to Chemistry or Survey of Environmental Science or Themes and Methods in Env Science or Wetland Ecology and Conservation or Introduction to Physical Geology	44 44 44 55 33 44	22 22 22 44 22		5.0

BUSINESS EMPHASIS REQUIREMENTS — 20 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BUS 110	Green Materials: Sourcing and Practices	55			5.0
BUS& 201 or PHIL 260 or PHIL 243	Business Law or Business Ethics or Environmental Ethics	55			5.0
ECON 220	Economics of Energy	55			5.0
ETSP 120 or ETSP 130 or ETSP 140 or ETSP 170	Solar Energy Systems or Wind Generation Systems or Biomass Generation Systems or Geothermal Power Generation	55			5.0

REQUIRED ELECTIVE CREDITS — 5 CREDITS

Students may choose one or a combination of the following variable credit courses for a total of five credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ETSP 197	ETSP Work-based Learning I			55-275	5.0
ETSP 199	Service Learning in ETSP I				
ETSP 297	ETSP Work-based Learning II				
ETSP 299	Service Learning in ETSP II				

ASSOCIATE IN APPLIED SCIENCE - TRANSFER

ENVIRONMENTAL TECHNOLOGIES AND SUSTAINABLE PRACTICES - TECHNOLOGY EMPHASIS
98 CREDITS

The renewable energy industry is a rapidly emerging field that promises a more environmentally sensitive, globally conscientious way of life for everyone on our planet. Governments and businesses in this state and around the world are clamoring for professionals who can "pioneer innovative pathways" in this relatively uncharted territory. In this exciting time, our world is redesigning how we consume energy; students in this program will have the chance to be a part of that as professional practitioners as well as in roles as informed consumers and political citizens.

COMPLETION REQUIREMENTS

The Environmental Technologies and Sustainable Practices Technology Emphasis degree requires at least 98 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits from Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

SUGGESTED PREREQUISITES

PREREQUISITE CREDITS DO NOT APPLY TOWARD DEGREE

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 154	Beginning Word Processing		22		1.0
BIT 156	Beginning Spreadsheet		22		1.0
BIT 158	Beginning Database		22		1.0
BIT 163	Beginning PowerPoint		22		1.0

GENERAL EDUCATION CORE COURSES — 20 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BUS& 101	Introduction to Business	55			5.0
MATH& 107 or MATH& 141 or MATH 147	Math in Society or Precalculus I or Business Precalculus	55			5.0
PSYC 251	Organizational Behavior	55			5.0

Associate in Applied Science - Transfer - Environmental Technologies and Sustainable Practices - Technology Emphasis (Continued)

PROGRAM REQUIREMENTS — 50 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 220	Project Management	55			5.0
ETSP 101	Intro to Environmental Technologies and Sustainable Practices	55			5.0
ETSP 102	Power Generation and Distribution	55			5.0
ETSP 110	Conventional Energy Systems	55			5.0
ETSP 161	Blueprint Reading		22		1.0
ETSP 190	Documenting and Reporting Energy Use	33			3.0
ETSP 201	Environmental Regs and Compliance	55			5.0
ETSP 203	Energy Auditing and Analysis I	55			5.0
ETSP 204	Carbon Footprint and Sustainability Analysis	55			5.0
ETSP 290	Capstone Seminar	11			1.0
PHYS 111	Physics of Sustainable Energy	55			5.0
BIOL 120 or	Survey of the Kingdoms or	44	22		5.0
CHEM& 121 or	Introduction to Chemistry or	44	22		
ENVS& 101 or	Survey of Environmental Science or	44	22		
ENVS 150 or	Themes and Methods in Env Science or	55			
ENVS 220 or	Wetland Ecology and Conservation or	33	44		
GEOL& 101	Introduction to Physical Geology	44	22		

TECHNOLOGY EMPHASIS REQUIREMENTS — 23 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ETSP 150	OSHA/WSHA for Electronics Trades	22			2.0
ETSP 160	Mechanics Lab		66		3.0
ETSP 180	AC/DC Lab	11	44		3.0
PHIL 243 or	Environmental Ethics or	55			5.0
PHIL 260	Business Ethics				
Select two					
ETSP 120 or	Solar Energy Systems or	55			10.0
ETSP 130 or	Wind Generation Systems or	55			
ETSP 140 or	Biomass Generation Systems or	55			
ETSP 170	Geothermal Power Generation	55			

REQUIRED ELECTIVE CREDITS — 5 CREDITS

Students may choose one or a combination of the following variable credit courses for a total of five credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ETSP 197	ETSP Work-based Learning I			55-275	5.0
ETSP 199	Service Learning in ETSP I				
ETSP 297	ETSP Work-based Learning II				
ETSP 299	Service Learning in ETSP II				

ASSOCIATE IN APPLIED SCIENCE - TRANSFER

NETWORK TECHNOLOGY
99 CREDITS

Network technicians design, implement, and maintain a network of hardware and software that provides a company with computing infrastructure. Network technicians set up and configure computers and servers, and connect users to the system and provide connectivity to other networks within a company and in the field. They work as part of a team to maintain the system including providing good documentation, implementing security measures, and planning for future technology needs. In addition, they troubleshoot problems using a systematic process of analyzing, implementing, and evaluating problem resolution.

COMPLETION REQUIREMENTS

The Network Technology AAS-T degree requires at least 99 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits from Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

PREREQUISITES

PREREQUISITE CREDITS DO NOT APPLY TOWARD DEGREE

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 100	Computer Basics 1	44	22		5.0
BIT 101	Computer Basics 2	66	22		7.0
BIT 154	Beginning Word Processing		22		1.0
BIT 158	Beginning Database		22		1.0

GENERAL EDUCATION CORE COURSES — 20 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
MATH& 107 or MATH& 141 or MATH& 146 or MATH 147	Math in Society or Precalculus I or Introduction to Statistics or Business Precalculus	55			5.0
PHIL& 106	Introduction to Logic	55			5.0
PSYC 251	Organizational Behavior	55			5.0

Associate in Applied Science - Transfer - Network Technology (Continued)

PROGRAM REQUIREMENTS **79 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 102	Network Concepts and Design	44	22		5.0
BIT 105	Careers in Information Technology	22			2.0
BIT 112	Basics of Web Authoring	55			5.0
BIT 115	Intro to Programming	55			5.0
BIT 116	Scripting	55			5.0
BIT 126	Network Client Systems	55			5.0
BIT 127	Linux Client/Server Basics	55			5.0
BIT 159	Advanced Database		22		1.0
BIT 162	Unix Basics		22		1.0
BIT 167	Network Cert Preparation		22		1.0
BIT 197	BIT Work-Based Learning I			220	4.0
BIT 220	Elements Of Project Mgmt	55			5.0
BIT 225	Server Operating Syst and Client Integration	44	44		6.0
BIT 235	Network Lan/Wan Design	44	22		5.0
BIT 240	Infrastructure Services	55			5.0
BIT 243	Enterprise Administration and Security	55			5.0
BIT 250	Info Systems Security	55			5.0
BIT 275 or BIT 280	Database Design or Web Server Administration	55			5.0
BIT 297	BIT Work-Based Learning II			220	4.0
BUS& 101	Introduction to Business	55			5.0

ASSOCIATE IN APPLIED SCIENCE - TRANSFER

WEB APPLICATION PROGRAMMING TECHNOLOGY – PROGRAMMING EMPHASIS

99 CREDITS

Web application programmers design, create, and test new applications, including applications distributed via a web server. Web application programmers begin their work by analyzing customer or project requirements. During development they act as skilled problem solvers and clear communicators. Web application programmers utilize refined logical thinking and solid design skills, paying close attention to detail, application usability, and security. They may use development software to write code and create applications for the desktop and/or web. They must be able to accurately estimate their time-on-task, manage their portion of a project, and clearly document their work. Many enterprise-level applications require database integration. Web application programmers would create multi-tier programming architectures that integrate static content and dynamic data to meet the needs of the user.

COMPLETION REQUIREMENTS

The Programming Emphasis of the Web Application Programming Technology degree requires at least 99 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits from Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

GENERAL EDUCATION CORE COURSES — **20 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BUS& 101	Introduction to Business	55			5.0
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
MATH& 107 or MATH& 141 or MATH& 146 or MATH 147	Math in Society or Precalculus I or Introduction to Statistics or Business Precalculus	55			5.0
PHIL& 106	Introduction to Logic				

PROGRAM REQUIREMENTS — **61 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 102	Network Concepts and Design	44	22		5.0
BIT 105	Careers in Information Technology	22			2.0
BIT 112	Basics of Web Authoring	55			5.0
BIT 113	User Interface Development	55			5.0
BIT 115	Intro to Programming	55			5.0
BIT 116	Scripting	55			5.0
BIT 142	Intermediate Programming	55			5.0
BIT 158	Beginning Database		22		1.0
BIT 159	Advanced Database		22		1.0
BIT 160 or BIT 161 or BIT 162	Digital Imaging or Vector Graphics or Unix Basics		22		1.0
BIT 160 or BIT 161 or BIT 162	Digital Imaging or Vector Graphics or Unix Basics		22		1.0
BIT 220	Elements Of Project Mgmt	55			5.0
BIT 275	Database Design	55			5.0
BIT 276	Database Implementation	55			5.0
BIT 285	Application Programming	55			5.0
BIT 286	Web Applications	55			5.0

Associate in Applied Science - Transfer - Web Application Programming Technology – Programming Emphasis (Continued)

PROGRAMMING EMPHASIS REQUIREMENTS — 10 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 143	Programming Data Structures	55			5.0
BIT 265	Structures and Algorithms	55			5.0

REQUIRED ELECTIVE CREDITS — 8 CREDITS

Students should choose a combination of the following variable credit courses for a total of eight credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 197	BIT Work-based Learning I			55-275	8.0
BIT 199	Service Learning in BIT I				
BIT 297	BIT Work-based Learning II				
BIT 299	Service Learning in BIT II				

ASSOCIATE IN APPLIED SCIENCE - TRANSFER

WEB APPLICATION PROGRAMMING TECHNOLOGY – WEB EMPHASIS
98-99 CREDITS

Web application programmers design, create, and test new applications, including applications distributed via a web server. Web application programmers begin their work by analyzing customer or project requirements. During development they act as skilled problem solvers and clear communicators. Web application programmers utilize refined logical thinking and solid design skills, paying close attention to detail, application usability, and security. They may use development software to write code and create applications for the desktop and/or web. They must be able to accurately estimate their time-on-task, manage their portion of a project, and clearly document their work. Many enterprise-level applications require database integration. Web application programmers would create multi-tier programming architectures that integrate static content and dynamic data to meet the needs of the user.

COMPLETION REQUIREMENTS

The Web Emphasis of the Web Application Programming Technology degree requires at least 98 credit hours in college level courses (numbered 100 or above), a minimum cumulative 2.0 grade point average, a minimum of 25 credits from Cascadia, and completion of all of the requirements for this degree. Students must complete and submit an application for graduation to Enrollment Services for review and approval before the degree is granted. Students must include the graduation fee payment with the application form.

GENERAL EDUCATION CORE COURSES — 20 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BUS& 101	Introduction to Business	55			5.0
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
MATH& 107 or MATH& 141 or MATH& 146 or MATH 147	Math in Society or Precalculus I or Introduction to Statistics Business Precalculus	55			5.0
PHIL& 106	Introduction to Logic				
PSYC 251	Organizational Behavior	55			5.0

PROGRAM REQUIREMENTS — 61 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 102	Network Concepts and Design	44	22		5.0
BIT 105	Careers in Information Technology	22			2.0
BIT 112	Basics of Web Authoring	55			5.0
BIT 113	User Interface Development	55			5.0
BIT 115	Intro to Programming	55			5.0
BIT 116	Scripting	55			5.0
BIT 142	Intermediate Programming	55			5.0
BIT 158	Beginning Database		22		1.0
BIT 159	Advanced Database		22		1.0
BIT 160 or BIT 161 or BIT 162	Digital Imaging or Vector Graphics or Unix Basics		22		1.0
BIT 160 or BIT 161 or BIT 162	Digital Imaging or Vector Graphics or Unix Basics		22		1.0
BIT 220	Elements Of Project Management	55			5.0
BIT 275	Database Design	55			5.0
BIT 276	Database Implementation	55			5.0
BIT 285	Application Programming	55			5.0
BIT 286	Web Applications	55			5.0

Associate in Applied Science - Transfer - Web Application Programming Technology – Web Emphasis

WEB EMPHASIS REQUIREMENTS — 9-10 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 168 or	Interactive Authoring or	44 or			4.0 or
BIT 175	Interactive Multimedia for the Web	55			5.0
BIT 280	Web Server Administration	55			5.0

REQUIRED ELECTIVE CREDITS — 8 CREDITS

Students should choose a combination of the following variable credit courses for a total of eight credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 197	BIT Work-based Learning I			55-275	8.0
BIT 199	Service Learning in BIT I				
BIT 297	BIT Work-based Learning II				
BIT 299	Service Learning in BIT II				

COMPUTER APPLICATIONS SPECIALIST CERTIFICATE

38 CREDITS

Computer Application Specialist graduates will have thorough knowledge of many different software including database, desktop publishing, spreadsheet, and word processing applications. Additional outcomes will involve the ability to find technical information and resources, problem identification, and troubleshooting.

GENERAL EDUCATION REQUIREMENTS — 10 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL 100 or ENGL& 101 or ENGL& 101T	College Reading and Writing or English Composition I or English Comp for Technical Writers	55			5.0
MATH& 107 or MATH& 141 or MATH& 146 or MATH 147 or OFTEC 100 or PHIL& 106	Math in Society or Precalculus I or Introduction to Statistics or Business Precalculus or Business Math or Introduction to Logic	55			5.0

PROGRAM REQUIREMENTS — 19 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 112	Basics of Web Authoring	55			5.0
BIT 122	Application Certification Preparation	22			2.0
BUS& 101	Introduction to Business	55			5.0
BIT 105 or OFTEC 105	Careers in Information Technology or Careers in Office Technology	22			2.0
BIT 111 or OFTEC 130	Office Applications on the Workplace or Office Procedures	55			5.0

ELECTIVE REQUIREMENTS — 9 CREDITS

Students should choose a combination of courses in this series for a total of nine credits.

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 150 - BIT 164	Self-paced instructional modules		22		9.0

ENERGY MANAGEMENT SPECIALIST CERTIFICATE

64-68 CREDITS

The Energy Management Specialist certificate prepares you to enter the rapidly emerging field of energy management, with an emphasis on employment in careers including energy auditor, energy analyst, building technician, resource conservation manager, efficiency manager, measurement and verification technician, and system technician. Energy management specialists emphasize energy conservation and efficiency while working in the evaluation, planning, design, installation, and maintenance of a wide range of energy-related systems and processes in new and existing commercial and residential buildings.

GENERAL EDUCATION REQUIREMENTS — 10 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
MATH& 107 or MATH& 141 or MATH 147	Math in Society or Precalculus I or Business Precalculus	55			5.0

PROGRAM REQUIREMENTS — 54-58 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BUS& 201 or PHIL 243 or PHIL 260	Business Law or Environmental Ethics or Business Ethics	55			5.0
ECON& 201 or ECON 220	Microeconomics or Economics of Energy	55			5.0
ETSP 101	Intro to Environmental Technologies and Sustainable Practices	55			5.0
ETSP 102	Power Generation and Conventional Energy Systems	55			5.0
ETSP 120 or ETSP 130	Solar Energy Systems or Alternate Energy Systems	55			5.0
ETSP 190	Documenting and Reporting Energy Use	33			3.0
ETSP 197 or ETSP 297	ETSP Work-based Learning I or ETSP Work-based Learning II			275	1-5
ETSP 201	Environmental Regulations and Compliance	55			5.0
ETSP 203	Energy System Analysis and Auditing	55			5.0
ETSP 204	Carbon Footprint and Sustainability Analysis	55			5.0
ETSP 205	Energy Conservation and Building Retrofit	55			5.0
PHYS 111	Physics of Sustainable Energy	55			5.0

NETWORK SPECIALIST CERTIFICATE

73-75 CREDITS

Network Specialist graduates will be able to analyze customers' network requirements and constraints to design and implement appropriate systems. Program outcomes will include the ability to test, configure, and maintain the system including providing good documentation; implement security measures and plan for future resource needs. In addition, they will be able to troubleshoot problems using a systematic process of analyzing, implementing, and evaluating problem resolution.

GENERAL EDUCATION REQUIREMENTS — 13-15 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL 100 or ENGL& 101 or ENGL& 101T	College Reading and Writing or English Composition I or English Comp for Technical Writers	55			5.0
MATH& 107 or MATH& 141 or MATH& 146 or MATH 147 or OFTEC 100 or PHIL& 106	Math in Society or Precalculus I or Introduction to Statistics Business Precalculus or Business Math or Introduction to Logic	55			5.0
PSYC 171 or PSYC 251	Human Relations or Organizational Behavior	33 55			3.0 or 5.0

PROGRAM REQUIREMENTS — 55 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 101	Computer Basics 2	66	22		7.0
BIT 112 or BIT 115	Basics Of Web Authoring or Intro To Programming	55			5.0
BIT 126	Network Client Systems	55			5.0
BIT 220	Elements Of Project Mgmt	55			5.0
BIT 225	Server Operating Syst and Client Integr	44	44		6.0
BIT 235	Network Lan/Wan Design	44	22		5.0
BIT 240	Infrastructure Services	55			5.0
BIT 243	Enterprise Admin and Security	55			5.0
BIT 250	Info Systems Security	55			5.0
BIT 280	Web Server Admin	55			5.0
BIT 197 or BIT 297	BIT Work-based Learning I BIT Work-based Learning II			110	2.0

ELECTIVE REQUIREMENTS — 5 CREDITS

Students should choose a combination of courses in this series for a total of five credits:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 150 - BIT 164	Self-paced instructional modules		22		5.0

SOLAR PV SYSTEM SPECIALIST CERTIFICATE

51-57 CREDITS

This certificate will prepare students to serve the growing industry need for solar PV system specialists. As energy costs continue to go up and solar technology becomes increasingly efficient and more affordable, the commercial and residential demands for professionals trained in design, installation, and maintenance of solar PV systems is growing rapidly.

Students will gain the knowledge and skills required to specify, configure, install, inspect, and maintain solar electric systems that meet the performance and reliability needs of customers, incorporate quality craftsmanship, and comply with all applicable safety codes and standards.

As professionals in the field, graduates of this program will deal with the integration of conventional energy systems with new energy systems based on solar technologies. They will work alongside architects and construction specialists to incorporate energy efficient design and systems into new and existing buildings. They will act as consultants in designing and assessing energy systems meeting the continuously evolving industry regulations and codes, and leveraging the new renewable energy technology incentives and initiatives

GENERAL EDUCATION REQUIREMENTS — 10 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
ENGL& 101 or ENGL& 101T	English Composition I or English Comp for Technical Writers	55			5.0
MATH& 107 or MATH& 141 or MATH& 146 or MATH 147 or OFTEC 100 or PHIL& 106	Math in Society or Precalculus I or Introduction to Statistics or Business Precalculus or Business Math or Introduction to Logic	55			5.0

PROGRAM REQUIREMENTS — 41-47 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
PHYS 111	Physics of Sustainable Energy	55			5.0
ETSP 102	Power Generation and Conventional Energy Systems	55			5.0
ETSP 120	Solar Energy Systems	55			5.0
ETSP 150	OSHA/WSHA for Electronic Trades	22			2.0
ETSP 160	Mechanic Lab		66		3.0
ETSP 161	Blueprint Reading		22		1.0
ETSP 180	AC/DC Lab	11	44		3.0
ETSP 206	Solar PV System Design and Site Assessment	33	44		5.0
ETSP 208	Solar PV System Installation and Testing		110		5.0
ETSP 210	Solar PV System Maintenance and Troubleshooting		66		3.0
ETSP 190 or ETSP 203	Documenting and Reporting Energy Use or Energy System Analysis and Auditing	33 55			3.0 or 5.0
ETSP 197 or ETSP 297	ETSP Work-based Learning I or ETSP Work-based Learning II			275	1-5

TECHNICAL SUPPORT SPECIALIST CERTIFICATE

30 CREDITS

Technical Support graduates will have the skills to provide technical support on basic software and hardware issues to customers and employees. Specific outcomes will include the ability to utilize many different software applications; troubleshoot and solve technical problems; use resources to find solutions; and work patiently and efficiently with people who are under pressure and need assistance immediately.

PROGRAM REQUIREMENTS — 24 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 101	Computer Basics 2	66	22		7.0
BIT 102	Network Concepts and Design	44	22		5.0
BIT 105	Careers in Information Technology	22			2.0
BIT 112	Basics of Web Authoring	55			5.0
BIT 126	Network Client Systems	55			5.0

ELECTIVE REQUIREMENTS — 6 CREDITS

Students should choose a combination of courses in this series for a total of six credits:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 150 - BIT 161	Self-paced instructional modules		22		6.0

COMPUTER PROGRAMMING FOUNDATIONS CERTIFICATE

10 CREDITS

This short certificate provides students with the solid foundation that is necessary to succeed in computer programming, either on the job or after they have transferred to a four-year college/university. Students master fundamental computer programming topics, such as control structures, functions and procedural programming, object-oriented programming, sorting and searching algorithms, recursion, abstract data types (e.g., stacks and queues), linked lists, and binary trees.

PROGRAM REQUIREMENTS **10 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 142	Intermediate Programming	55			5.0
BIT 143	Programming Data Structures	55			5.0

DATABASE DEVELOPMENT CERTIFICATE

19 CREDITS

This short certificate provides an introduction to database design, development, and administration. Students will gain first-hand experience designing databases, creating stored procedures, and managing a database server such as SQL Server or mySQL.

CERTIFICATE REQUIREMENTS **19 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 158	Beginning Database		22		1.0
BIT 159	Advanced Database		22		1.0
BIT 275	Database Design	55			5.0
BIT 276	Database Implementation	55			5.0
BIT 280	Web Server Administration	55			5.0
BIT 197 or BIT 297	BIT Work-based Learning I or BIT Work-based Learning II			110	2.0

JAVASCRIPT PROGRAMMING CERTIFICATE

15 CREDITS

This short certificate provides a foundation in the web technologies necessary to create and/or maintain websites that use JavaScript to provide client-side functionality. The program provides the fundamental skill sets needed to work effectively with current web programming standards and tools to create high-quality, JavaScript-enabled websites.

PROGRAM REQUIREMENTS **15 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 112	Basics of Web Authoring	55			5.0
BIT 115	Intro to Programming	55			5.0
BIT 116	Scripting	55			5.0

OFFICE SKILLS INTEGRATED WITH ABE CERTIFICATE

19 CREDITS

Graduates of this three quarter certificate program will be prepared for entry-level employment in office settings. Basic skills and ESL learners will combine computer skill training with English literacy improvement. This new certificate program creates a first step in a career ladder for students interested in working in office settings. Placement is by testing.

CERTIFICATE REQUIREMENTS — 18 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
Students are placed by testing into the courses listed below for a total of eight credits:					
ABEVN 030 or ABEVN 040 or EFUND 040 or MFUND 040 or ESLVN 050 or ESLVN 060	English Fundamentals 3- Office Skills or English Fundamentals 4- Office Skills or English Fundamentals 4 or Math Fundamentals 4 or ESL Communication 5- Office Skills or ESL Communication 6- Office Skills	33			8.0
BIT 147	Integrated Office Applications I	22			2.0
BIT 148	Integrated Office Applications II	22			2.0
BIT 150	Introduction to Keyboarding		22		1.0
BIT 154	Beginning Word Processing		22		1.0
BIT 163	Beginning PowerPoint		22		1.0
BIT 164	Outlook		22		1.0
OFTEC 105	Careers in Office Technology	22			2.0

ELECTIVE REQUIREMENTS — 1 CREDIT

Students should choose one credit from the list of courses below:

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 152 or BIT 153 or BIT 155 or BIT 156 or BIT 157 or BIT 158 or BIT 159	Windows Basic or Using the Internet or Advanced Word Processing or Beginning Spreadsheet or Advanced Spreadsheet or Beginning Database or Advanced Database	22		1.0	

PC NETWORK TECHNICIAN CERTIFICATE

17 CREDITS

Network Technician graduates will be able to analyze customers' network requirements and constraints to design and implement appropriate systems. Program outcomes will include the ability to test, configure, and maintain the system including providing good documentation; implement security measures and plan for future resource needs. In addition, they will be able to troubleshoot problems using a systematic process of analyzing, implementing, and evaluating problem resolution.

PROGRAM PREREQUISITES

PREREQUISITE CREDITS DO NOT APPLY TOWARD DEGREE

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 101	Computer Basics 2	66	22		7.0

PROGRAM REQUIREMENTS

17 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 102	Network Concepts and Design	44	22		5.0
BIT 126	Network Client Systems	55			5.0
BIT 225	Server Operating Syst and Client Integr	44	44		6.0
BIT 197 or BIT 297	BIT Work-based Learning I or BIT Work-based Learning II			55	1.0

PHLEBOTOMY CERTIFICATE

9 CREDITS

This is a two quarter certificate program designed to provide individuals with the theoretical background and manual skills required for accurate blood collection using a range of intrusive procedures. Through classroom activities, lab projects, and practice in community settings, students will learn how to collect, handle, and analyze specimens using applicable standards and regulations. The program also promotes professional ethics, teamwork, and communication skills to help prepare individuals for entry-level phlebotomy positions.

CERTIFICATE REQUIREMENTS

9 CREDITS

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
AH 101	Phlebotomy Techniques	55			5.0
AH 102	Phlebotomy Techniques Lab		44		2.0
AH 105	Phlebotomy Clinical Experience			110	2.0

PHLEBOTOMY INTEGRATED WITH ABE CERTIFICATE

11 CREDITS

This is a two quarter certificate program designed to provide individuals with the theoretical background and manual skills required for accurate blood collection using a range of intrusive procedures. Through classroom activities, lab projects, and practice in community settings, students will learn how to collect, handle, and analyze specimens using applicable standards and regulations. The program also promotes professional ethics, teamwork, and communication skills to help prepare individuals for entry-level phlebotomy positions. Selective admission requirements for this program include high school completion (or equivalent) and up-to-date immunizations. Contact the New Student Welcome Center for details and specific application deadlines. Placement eligibility is determined by the CASAS test.

CERTIFICATE REQUIREMENTS **11 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
AH 101	Phlebotomy Techniques	55			5.0
AH 102	Phlebotomy Techniques Lab		44		2.0
AH 103	Workplace Readiness for Phlebotomists	22			2.0
AH 105	Phlebotomy Clinical Experience			110	2.0

WEB APPLICATIONS CERTIFICATE

17 CREDITS

This short certificate provides an overview of web application development, with a focus on ASP.NET/SQL Server development, to students with some previous programming experience. Students gain first-hand experience designing data-driven web applications; accessing databases securely; and developing three-tier application architecture: presentation, logic and data, and using an agile application development process.

PROGRAM REQUIREMENTS **17 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 142	Intermediate Programming	55			5.0
BIT 285	Application Programming	55			5.0
BIT 286	Web Applications	55			5.0
BIT 197 or BIT 297	BIT Work-based Learning I or BIT Work-based Learning II			110	2.0

WEB FOUNDATIONS CERTIFICATE

17 CREDITS

This certificate provides a foundation in the web technologies necessary to create and/or maintain websites. The program provides the fundamental skill sets needed to work effectively with clients in team settings using current web standards and tools to create high-quality, easy-to-use websites.

PROGRAM REQUIREMENTS **17 CREDITS**

Course ID	Course Name	Lecture Hours	Lab Hours	Other	Credits
BIT 112	Basics of Web Authoring	55			5.0
BIT 113	User Interface Development	55			5.0
BIT 160	Digital Imaging		22		1.0
BIT 197 or BIT 297	BIT Work-based Learning I or BIT Work-based Learning II			55	1.0
CMST 105	Communication in Organizations	55			5.0

DISTRIBUTION COURSES

For each academic degree or certificate program students are required to complete courses in a range of academic disciplines. The categories below are a general guide to the requirements. Students should consult an academic advisor to be sure that courses meet the specific requirements for a program.

FOUNDATIONS FOR COLLEGE SUCCESS

COLL 100 Study Strategies

COLL 101 College Strategies

CULTURAL KNOWLEDGE

Anthropology

ANTH& 104 World Prehistory (SS)

ANTH& 206 Cultural Anthropology (GS, SS)

ANTH& 207 Linguistic Anthropology (SS)

ANTH& 234 Religion and Culture (SS)

Art

ART& 100 Art Appreciation (GS, H)

ART 135 Global Perspectives in Art (H)

Cinema

CINEM 211 World Cinema (GS, H)

Communication Studies

CMST 150 Multicultural Communication (H)

CMST 203 Media in U.S. Society (H)

CMST 233 Media in a Global Context (GS, H)

CMST 251 Intercultural Communication (GS, H)

Economics

ECON 250 Intro to the Global Economic Environment (GS, SS)

English

ENGL 221 World Literature and Cinema (GS, H)

ENGL& 254 World Literature I (GS, H)

ENGL& 255 World Literature II (GS, H)

Global Studies

GS 150 Globalization, Culture, and Identity (GS, H)

GS 220 Regional History and Culture (GS, H, SS)

GS 230 Contemporary Japan (GS, H, SS)

History

HIST& 126 World Civilizations I (GS, H, SS)

HIST& 127 World Civilizations II (GS, H, SS)

HIST& 128 World Civilizations III (GS, H, SS)

HIST& 146 United States History I (H, SS)

HIST& 147 United States History II (H, SS)

HIST& 148 United States History III (H, SS)

HIST 150 Multicultural United States History (H, SS)

HIST 210 Islamic Civilization (GS, H, SS)

HIST& 214 Pacific Northwest History (H, SS)

Humanities

HUMAN 125 Cultures of Environmental Consciousness in America (H)

HUMAN 150 Multicultural Studies (H)

Philosophy

PHIL 260 Business Ethics (H)

Political Science

POLS 205 Politics of the Middle East and North Africa (GS, SS)

Psychology

PSYC 171 Human Relations (SS)

PSYC 250 Cross-Cultural Psychology (SS)

PSYC 251 Organizational Behavior (GS, SS)

Sociology

SOC& 101 Introduction to Sociology (SS)

SOC 150 Social Inequity (SS)

SOC 151 Race and Ethnicity in the US (SS)

SOC 231 Sociology of Sex and Gender (SS)

SOC 241 Sociology of Families (SS)

GLOBAL STUDIES

Anthropology

ANTH& 205 Biological Anthropology (NS)

ANTH& 206 Cultural Anthropology (CKR, SS)

Art

ART& 100 Art Appreciation (CKR, H)

ART 140 Survey of Art History: Ancient to Byzantine (H)

ART 141 Survey of Art History: Byzantine to Industrial Revolution (H)

ART 142 Survey of Modern Art (H)

Atmospheric Science

ATMS 101 The Science of Weather (NS, LAB)

Chemistry

CHEM& 105 Chemical Concepts (NS)

Chinese

CHIN& 121 Chinese I (H)

CHIN& 122 Chinese II (H)

CHIN& 123 Chinese III (H)

Cinema

CINEM 211 World Cinema (CKR, H)

Communications Studies

CMST 220 Public Speaking (H)

CMST 233 Media in a Global Context (CKR, H)

CMST 251 Intercultural Communication (CKR, H)

Economics

ECON& 201 Microeconomics (Q, SS)

ECON& 202 Macroeconomics (SS)

ECON 220 Economics of Energy (SS)

ECON 250 Intro to Global Economic Environment (CKR, SS)

English

ENGL 221 World Literature and Cinema (CKR, H)

ENGL& 254 World Literature I (CKR, H)

ENGL& 255 World Literature II (CKR, H)

Environmental Science

ENVS& 101 Intro to Environmental Science (GS, NS, LAB)

ENVS 150 Themes and Methods in Environmental Sciences (NS)

French

FRCH& 121 French I (H)

FRCH& 122 French II (H)

FRCH& 123 French III (H)

FRCH& 221 French IV (H)

FRCH& 222 French V (H)

FRCH& 223 French VI (H)

Geography

GEOG 120 Regional Environments and People (NS)

Global Studies

GS 150 Globalization, Culture, and Identity (CKR, H)

GS 220 Regional History and Culture (CKR, H, SS)

GS 230 Contemporary Japan (CKR, H, SS)

History

HIST& 126 World Civilization I (CKR, H, SS)

HIST& 127 World Civilization II (CKR, H, SS)

HIST& 128 World Civilization III (CKR, H, SS)

HIST 210 Islamic Civilization (CKR, H, SS)

HIST 262 U.S. Foreign Relations (H, SS)

Japanese

JAPN& 121 Japanese I (H)

JAPN& 122 Japanese II (H)

JAPN& 123 Japanese III (H)

JAPN& 221 Japanese IV (H)

JAPN& 222 Japanese V (H)

JAPN& 223 Japanese VI (H)

DISTRIBUTION COURSES

Natural Science
NSCI 101 Evolution of Earth Systems (NS)

Philosophy
PHIL 238 Introduction to the Philosophy of Human Rights (H)

Political Science
POLS& 203 International Relations (SS)
POLS& 204 Comparative Government (SS)
POLS 205 Politics of the Middle East and North Africa (CKR, SS)

Psychology
PSYC 251 Organizational Behavior (CKR, SS)

Spanish
SPAN& 121 Spanish I (H)
SPAN& 122 Spanish II (H)
SPAN& 123 Spanish III (H)
SPAN& 221 Spanish IV (H)
SPAN& 222 Spanish V (H)
SPAN& 223 Spanish VI (H)

HUMANITIES

American Sign Language
ASL& 121 American Sign Language I
ASL& 122 American Sign Language II
ASL& 123 American Sign Language III

Art
ART& 100 Art Appreciation (CKR, GS)
ART 110 2-Dimensional Design (HP)
ART 121 Drawing (HP)
ART 135 Global Perspectives in Art (CKR)
ART 140 Survey of Art History: Ancient to Byzantine (GS)
ART 141 Survey of Art History: Byzantine to Industrial Revolution (GS)
ART 142 Survey of Modern Art (GS)
ART 224 Figure Drawing (HP)

Chinese
CHIN& 121 Chinese I (GS)
CHIN& 122 Chinese II (GS)
CHIN& 123 Chinese III (GS)

Cinema
CINEM 201 The American Cinema
CINEM 211 World Cinema (CKR, GS)

Communications Studies
CMST& 101 Introduction to Communication
CMST 105 Communication in Organizations
CMST 150 Multicultural Communication (CKR)
CMST 203 Media in U.S. Society (CKR)
CMST& 210 Interpersonal Communication
CMST 211 Journalism/Media Writing
CMST& 220 Public Speaking (GS)
CMST& 230 Small Group Communication
CMST 233 Media in a Global Context (CKR, GS)
CMST 250 Media Law and Ethics
CMST 251 Intercultural Communication (CKR, GS)

Drama
DRMA& 101 Introduction to the Theater
DRMA 151 Introduction to Acting (HP)
DRMA 152 Acting: Scene Study (HP)
DRMA 153 Performance Production (HP)

English
ENGL& 111 Introduction to Literature
ENGL& 114 Introduction to Drama
ENGL 221 World Literature and Cinema (CKR, GS)
ENGL& 235 Technical Writing
ENGL& 244 U.S. Literature I
ENGL& 245 U.S. Literature II Themes
ENGL& 254 World Literature I (CKR, GS)
ENGL& 255 World Literature II (CKR, GS)
ENGL 271 Intermediate Composition
ENGL 274 Writing Poetry
ENGL 277 Introduction to Fiction Writing
ENGL 279 Writing for Digital, Film, and Television Arts

French
FRCH& 121 French I (GS)
FRCH& 122 French II (GS)
FRCH& 123 French III (GS)
FRCH& 221 French IV (GS)
FRCH& 222 French V (GS)
FRCH& 223 French VI (GS)

Global Studies
GS 150 Globalization, Culture, and Identity (CKR, GS)
GS 220 Regional History and Culture (CKR, GS, SS)
GS 230 Contemporary Japan (CKR, GS, SS)

History
HIST& 126 World Civilization I (CKR, GS, SS)
HIST& 127 World Civilization II (CKR, GS, SS)
HIST& 128 World Civilization III (CKR, GS, SS)
HIST& 146 United States History I (CKR, SS)
HIST& 147 United States History II (CKR, SS)
HIST& 148 United States History III (CKR, SS)
HIST 150 Multicultural United States History (CKR, SS)
HIST 210 Islamic Civilization (CKR, GS, SS)
HIST& 214 Pacific Northwest History (CKR, SS)
HIST 262 U.S. Foreign Relations (GS, SS)

Humanities
HUMAN 120 Regional Life and Culture
HUMAN 125 Cultures of Environmental Consciousness in America (CKR)
HUMAN 150 Multicultural Studies (CKR)

Japanese
JAPN& 121 Japanese I (GS)
JAPN& 122 Japanese II (GS)
JAPN& 123 Japanese III (GS)
JAPN& 221 Japanese IV (GS)
JAPN& 222 Japanese V (GS)
JAPN& 223 Japanese VI (GS)

Music
MUSC& 105 Music Appreciation
MUSC& 130 Popular Music in the United States

Philosophy
PHIL& 101 Introduction to Philosophy
PHIL& 106 Introduction to Logic (Q)
PHIL 115 Critical Thinking
PHIL 150 Ethics and Social Problems
PHIL 238 Introduction to the Philosophy of Human Rights (GS)
PHIL 240 Introduction to Philosophical Ethics
PHIL 242 Biomedical Ethics
PHIL 243 Environmental Ethics and Sustainability
PHIL 260 Business Ethics (CKR)
PHIL 267 Philosophy of Religion

Spanish
SPAN& 121 Spanish I (GS)
SPAN& 122 Spanish II (GS)
SPAN& 123 Spanish III (GS)
SPAN& 221 Spanish IV (GS)
SPAN& 222 Spanish V (GS)
SPAN& 223 Spanish VI (GS)

NATURAL SCIENCE

Anthropology
ANTH& 205 Biological Anthropology (GS)

Astronomy
ASTR& 101 Introduction to Astronomy (LAB)
ASTR& 115 Stars, Galaxies, and Cosmos

Atmospheric Science
ATMS 101 The Science of Weather (GS, LAB)

Biology
BIOL 120 Survey of the Kingdoms (LAB)
BIOL 165 Life: Origins and Adaptations
BIOL& 170 Human Biology
BIOL& 211 General Cell Biology (LAB)
BIOL& 212 General Zoology (LAB)
BIOL& 213 General Botany (LAB)
BIOL 215 Majors Cellular Problem Session
BIOL 216 Majors Animal Lab Hours (LAB)
BIOL 217 Majors Plant Self-Paced Lab (LAB)
BIOL& 231 Human Anatomy (LAB)
BIOL& 232 Human Physiology (LAB)
BIOL& 260 Microbiology (LAB)

DISTRIBUTION COURSES

Chemistry
CHEM& 105 Chemical Concepts (GS)
CHEM& 121 Intro to Chemistry (LAB)
CHEM& 131 Intro to Organic/Biochem (LAB)
CHEM& 139 General Chemistry Preparation
CHEM& 161 General Chemistry with Lab I (LAB)
CHEM& 162 General Chemistry with Lab II (LAB)
CHEM& 163 General Chemistry with Lab III (LAB)
CHEM& 241 Organic Chemistry I
CHEM& 242 Organic Chemistry II
CHEM& 243 Organic Chemistry III
CHEM 254 Organic Chemistry Lab A (LAB)
CHEM 255 Organic Chemistry Lab B (LAB)

Engineering
ENGR& 214 Statics
ENGR& 215 Dynamics
ENGR& 225 Mechanics of Materials

Environmental Science
ENVS& 101 Introduction to Environmental Science (GS, LAB)
ENVS 150 Themes and Methods in Environmental Sciences (GS)
ENVS 210 Ecology of Puget Sound (LAB)
ENVS 220 Wetland Ecology and Conservation (LAB)

Geography
GEOG 120 Regional Environments and People (GS)

Geology
GEOL& 101 Introduction to Physical Geology (LAB)
GEOL 230 Geology of the NW National Parks (LAB)

Math
MATH 103 Intro to Graphing Calculators
MATH& 142 Precalculus II (Q)
MATH& 146 Introduction to Statistics (Q)
MATH 147 Business Precalculus (Q)
MATH& 148 Business Calculus (Q)
MATH& 151 Calculus I (Q)
MATH& 152 Calculus II (Q)
MATH& 163 Calculus 3
MATH& 171 Math for Elementary Education I (Q)
MATH& 172 Math for Elementary Education II (Q)
MATH& 173 Math for Elementary Education III (Q)
MATH 208 Linear Algebra
MATH 235 Applications of Statistics
MATH 238 Differential Equations (Q)
MATH& 264 Calculus 4

Natural Science
NSCI 101 Evolution of Earth Systems (GS)

Nutrition
NUTR& 101 Nutrition

Physics
PHYS& 100 Physics for Non-Science Majors
PHYS 111 Physics of Sustainable Energy
PHYS& 121 General Physics I (LAB)
PHYS& 122 General Physics II (LAB)
PHYS& 123 General Physics III (LAB)
PHYS& 221 Engineering Physics I (LAB)
PHYS& 222 Engineering Physics II (LAB)
PHYS& 223 Engineering Physics III (LAB)

SOCIAL SCIENCE

Anthropology
ANTH& 104 World Prehistory (CKR)
ANTH& 204 Archaeology
ANTH& 206 Cultural Anthropology (CKR, GS)
ANTH& 207 Linguistic Anthropology (CKR)
ANTH& 234 Religion and Culture (CKR)

Business
BUS& 101 Introduction to Business
BUS& 201 Business Law

Economics
ECON& 201 Microeconomics (GS, Q)
ECON& 202 Macroeconomics (GS)
ECON 220 Economics of Energy (GS)
ECON 250 Intro to Global Economic Environment (CKR, GS)

Education
EDUC& 202 Introduction to Education

Global Studies
GS 220 Regional History and Culture (CKR, GS, H)
GS 230 Contemporary Japan (CKR, GS, H)

History
HIST& 126 World Civilization I (CKR, GS, H)
HIST& 127 World Civilization II (CKR, GS, H)
HIST& 128 World Civilization III (CKR, GS, H)
HIST& 146 United States History I (CKR, H)
HIST& 147 United States History II (CKR, H)
HIST& 148 United States History III (CKR, H)
HIST 150 Multicultural U.S. History (CKR, H)
HIST 210 Islamic Civilization (CKR, GS, H)
HIST& 214 Pacific Northwest History (CKR, H)
HIST 262 U.S. Foreign Relations in the 20th Century (GS, H)

Political Science
POLS& 101 Introduction to Political Science
POLS& 200 Introduction to Law
POLS& 202 American Government
POLS& 203 International Relations (GS)
POLS& 204 Comparative Government (GS)
POLS 205 Politics of the Middle East and North Africa (CKR, GS)
POLS 206 State and Local Government

Psychology
PSYC& 100 General Psychology
PSYC 171 Human Relations (CKR)
PSYC& 180 Human Sexuality
PSYC& 200 Lifespan Psychology
PSYC 210 Cognitive Psychology
PSYC& 220 Abnormal Psychology
PSYC 250 Cross-Cultural Psychology (CKR)
PSYC 251 Organizational Behavior (SS , CKR, GS)

Sociology
SOC& 101 Introduction to Sociology (CKR)
SOC 150 Social Inequality (CKR)
SOC 151 Race and Ethnicity in the US (CKR)
SOC 231 Sociology of Sex and Gender (CKR)
SOC 241 Sociology of Families (CKR)

ACADEMIC ELECTIVES
ACCT& 201 Principles of Accounting I
ACCT& 202 Principles of Accounting II
ACCT& 203 Principles of Accounting III
BIT 115 Introduction to Programming
BIT 116 Scripting
BIT 143 Programming Data Structures
BIT 265 Structures and Algorithms (Q)
BIT 275 Database Design
BIT 276 Database Implementation

DISTRIBUTION COURSES

RESTRICTED ELECTIVES

Restricted elective courses satisfy graduation requirements for Cascadia Community College, but some 4-year institutions may not accept them for transfer.

Note: *Professional technical courses may be considered restricted electives, with a 15-credit maximum for transfer. For more information students should consult an academic advisor.*

AH 101 Phlebotomy Techniques
AH 102 Phlebotomy Techniques Lab
AH 105 Phlebotomy Clinical Experience
BIT 100 Computer Basics 1
BIT 101 Computer Basics 2
BIT 102 Network Design Concepts
BIT 105 Careers in Information Technology
BIT 112 Web Authoring I
BIT 113 User Interface Development
BIT 126 Network Client Systems
BIT 127 Linux Client/Server Basics
BIT 147 Integrated Office Applications I
BIT 148 Integrated Office Applications II
BIT 150 Introduction to Keyboarding
BIT 151 Introduction to Computer Hardware
BIT 152 Windows Basic
BIT 153 Using the Internet
BIT 154 Beginning Word Processing
BIT 155 Advanced Word Processing
BIT 156 Beginning Spreadsheet
BIT 157 Advanced Spreadsheet
BIT 158 Beginning Database
BIT 159 Advanced Database
BIT 160 Digital Imaging
BIT 161 Vector Graphics
BIT 162 UNIX Basics
BIT 163 Beginning PowerPoint
BIT 164 Microsoft Outlook
BIT 167 Network Certification Preparation
BIT 168 Interactive Authoring
BIT 175 Interactive Multimedia for the Web
BIT 196/296 Individualized Project
BIT 197/297 Work-based Learning in BIT
BIT 198/298 Special Topics in BIT
BIT 199/299 Service Learning for BIT
BIT 220 Elements of Project Management
BIT 225 Server Operating Systems
BIT 231 Cisco 2
BIT 232 Cisco 3
BIT 233 Cisco 4
BIT 235 Network LAN/WAN Design
BIT 240 Infrastructure Services
BIT 243 Enterprise Administration and Security
BIT 250 Information Systems Security
BIT 280 Web Server Administration
BIT 285 Web Application Programming
BIT 286 Web Applications
COLL 100 Study Strategies
COLL 101 College Strategies
COLL120 Assessment of Prior Learning
EDUC 102 Field Experience in Education
ENGL 100 College Reading/Writing
ETSP 101 Intro to Environmental Technologies and Sustainable Practices
ETSP 102 Power Generation and Conventional Energy Systems
ETSP 110 Conventional Energy Systems
ETSP 120 Solar Energy Systems
ETSP 130 Alternative Energy Generation Systems
ETSP 140 Biomass Generation Systems
ETSP 150 OSHA/WSHA for Electrics Trades
ETSP 160 Mechanic Lab
ETSP 161 Blueprint Reading
ETSP 180 AC/DC Lab
ETSP 190 Documenting and Reporting Energy Use
ETSP 196/296 ETSP Individualized Project I
ETSP 197/297 ETSP Work-Based Learning I
ETSP 198/298 ETSP Special Topics I
ETSP 199/299 Service Learning in ETSP I
ETSP 201 Environmental Regulations and Compliance
ETSP 203 Energy System Analysis and Auditing
ETSP 204 Carbon Footprint and Sustainability Analysis
ETSP 205 Energy Retrofit for Commercial Buildings
ETSP 206 Solar PV Design and Site Assessment
ETSP 208 Solar PV Installation and Testing
ETSP 210 Solar PV System Maintenance
ETSP 290 Capstone Seminar
HUMAN 196/296 Individualized Project
HUMAN 197/297 Internship
HUMAN 198/298 Special Topics Course
HUMAN 199/299 Service Learning
MATH 196/296 Individual Project
MATH 197/297 Internship
MATH 198/298 Special Topics Course
MATH 199/299 Service Learning
NSCI 196/296 Individualized Project
NSCI 197/297 Internship
NSCI 198/298 Special Topics Course
NSCI 199/299 Service Learning
OFTEC 100 Business Math
OFTEC 102 Document Processing
OFTEC 105 Careers in Office Technology
OFTEC 130 Office Procedures
OFTEC 133 Applied Accounting
OFTEC 135 Practical Accounting
OFTEC 140 Records Management
OFTEC 151 10-Key Operations
OFTEC 156 Spreadsheet for Accounting I
OFTEC 160 Job Preparation Techniques
OFTEC 180 eCommerce for the Office
OFTEC 199/299 Service Learning in Office Technology
OFTEC 201 Information Processing
OFTEC 202 Advanced Information Processing
OFTEC 231 Human Resources Management
OFTEC 235 Customer Service
OFTEC 240 Administrative Office Procedures
OFTEC 260 Administrative Office Management
SOSCI 196/296 Individualized Project
SOSCI 197/297 Internship
SOSCI 198/298 Special Topics Course
SOSCI 199/299 Service Learning
SPAN 100 Spanish Practice Lab

TRANSFER OF CREDITS

TRANSFER OF CREDITS TO OTHER SCHOOLS

Cascadia Community College endorses the policy on intercollegiate transfer among Washington colleges and universities approved by the Higher Education Coordinating Board in February 1986. Copies of this document are available through all public postsecondary institutions in the state of Washington and at the Kodiak Corner main counter at Cascadia. Transfer students encountering difficulties are encouraged to contact an academic advisor.

Students who plan to transfer from Cascadia Community College to a baccalaureate college or university are advised to study the following information:

- Meet the admission requirements of the baccalaureate institution at the time they transfer. Transferability of courses taken at Cascadia Community College is determined by the institution to which the student transfers. Most Cascadia courses are designed for transfer. However, certain institutions may limit the number of credits earned in a Pass system (courses receiving grades listed as P/NC), or may have limits on certain classes.
- Some credits earned in professional/technical programs, such as Business and Information Technology are not transferable to all colleges and universities. Students should work closely with academic advisors before attempting to transfer courses that are specialized components of a two-year professional/technical program.
- Cascadia students may earn credits beyond the 90 necessary for the degree, however, the transfer institution will determine how those excess credits may be used. Credits completed at the lower-division level rarely supplant credits required at the upper-division level. Usually, 90 additional credits will be required at the upper-division level to earn a baccalaureate degree.
- An institution to which an official transcript is sent may re-compute the grade point average of the student in accordance with its own requirements and policies.

A student should follow the procedures described below to transfer satisfactorily to a baccalaureate institution.

1. Obtain a current catalog of the institution to which the student wishes to transfer and study its admission requirements and its suggested freshman and sophomore level courses in the major field of interest. Institutions differ in treatment of credits received.
2. Meet with a Cascadia Community College advisor about transfer needs. Many curriculum-planning guides for transfer to baccalaureate institutions are supplied by the college.
3. Contact an admissions officer at the baccalaureate institution for further information about curriculum and transfer regulations.
4. Check carefully at least two quarters before transfering to be sure that all requirements will be met and all regulations are observed to the satisfaction of the baccalaureate institution.

Last minute changes in a major field of study or choice of baccalaureate institution may cause Cascadia's credits to transfer in different ways. Changes should be evaluated so that the consequences are understood.

NON-TRANSFERABLE COURSES

The following courses will not transfer to any four-year college:

1. Courses numbered below 100.
2. Certain courses numbered 100 or above, such as continuing education and English as a Second Language. (These are not normally transferable; consult with an advisor for more information.)
3. No more than 15 credits of courses that are listed in the AIS degree as "restricted electives" can be transferred.

TRANSFER OF CREDITS TO UNIVERSITY OF WASHINGTON BOTHELL

Cascadia Community College is co-located with the University of Washington Bothell. Students are encouraged to visit www.uwb.edu/students/prospective/transfer to learn more about available UWB programs and Cascadia courses that would prepare them to transfer to UWB. Cascadia advisors and UWB advisors are available to assist students with information about UWB admission requirements and help ensure a smooth transition from Cascadia to UWB.

ACADEMIC POLICIES

ACADEMIC STANDARDS

Cascadia Community College is committed to facilitating the academic success of students. The primary purpose of the Academic Standards and Progress Policy is to quickly identify and alert students with low academic achievement and provide those students with assistance to improve their academic performance. Additionally, the policy is intended to ensure students are making progress toward their educational goals.

LEVEL I – ACADEMIC WARNING

Students carrying five or more credits will be placed on Academic Warning at the end of any quarter in which their quarterly GPA is below 2.0.

Students who fail to make satisfactory progress over time will be placed on the next level of academic intervention. There is no appeal process to this level of intervention.

LEVEL II – ACADEMIC PROBATION

Students carrying five or more credits will be placed on Academic Probation at the end of any quarter in which their quarterly GPA is below 2.0 for a second consecutive quarter

Students placed on Academic Warning or Academic Probation will be sent a letter that offers effective study tips and strongly encourages students to take advantage of college support resources for educational planning. Students on Academic Probation are required to complete an Academic Probation Contract that outlines steps for improving the student's academic performance. A student on Academic Probation will be required to meet with an advisor to review the plan prior to registration. Online registration will be blocked while the student remains on Academic Probation. There is no appeal process to this level of intervention.

LEVEL III – ACADEMIC SUSPENSION

Students carrying five or more credits will be placed on Academic Suspension at the end of any quarter in which their quarterly GPA is below 2.0 for a third consecutive quarter.

Students placed on Academic Suspension will not be permitted to register for any courses for credit the subsequent quarter. Suspended students will be blocked from registering. Students who enrolled for classes prior to suspension status will be administratively withdrawn, and tuition paid will be refunded.

While suspended, students may not participate in events or activities reserved for students.

Students placed on Academic Suspension will be sent a letter that outlines the appeal process for reinstatement. To be considered for reinstatement, students must show proof of circumstances over which they did not have control and/or proof of making measurable and substantial progress towards improving their grade point average. Students must contact an academic advisor to initiate this process.

All appeals are reviewed by the Director of Student Advising and Support Services.

REINSTATEMENT AFTER SUSPENSION

A suspended student may petition for reinstatement to the College after a waiting period of at least one quarter (not counting summer quarter).

The student must arrange for an appointment with an advisor at least four (4) weeks prior to the beginning of the quarter that the student wants to attend. Prior to the advising appointment, the student must prepare a written plan that includes:

- The student's short-term educational goals
- Specific plans to overcome barriers and improve the student's academic progress
- Proposed course schedule.

The advisor will adjust the plan with the student and outline specific conditions that the student must meet for reinstatement. These specific conditions, a proposed schedule, and the student's academic plan will be forwarded to the Director of Student Advising and Support Services for review. If approved, the student will continue on probationary status Level III until satisfactory academic progress has been met for two quarters or longer. Notification will be sent to the student outlining conditions of reinstatement.

HIGH SCHOLARSHIP

Cascadia Community College places a high value on scholarship. To encourage and reward high academic achievement, students who distinguish themselves in the classroom each quarter are honored through inclusion in one of two honors lists described below. In addition to receiving a certificate for each quarter a student is named to one of the two honor lists, any student named to an honors list for at least one quarter during the academic year is also recognized at the annual Honors Reception held each spring.

PRESIDENT'S LIST

Full-time students who are enrolled for at least 12 college-level credits and who earn a quarterly grade point average of 3.9 to 4.0 will be named to the President's List.

FACULTY HONORS LIST

All students who are enrolled for at least 5 college-level credits and who earn a quarterly grade point average of at least 3.6 will be named to the Faculty Honors List.

FRESH START

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

A student may request a Fresh Start only once by contacting the Dean for Student Success.

FINANCIAL AID STUDENTS

Financial Aid students should consult with the Student Financial Services Office to determine the impact of dropping classes or earning no credit in courses per the Financial Aid Satisfactory Academic Progress policy. Financial Aid students who earn zero credits in a quarter (including any combination of the grades listed above and 0.0 grades) may owe a repayment to the college.

GRADING SYSTEM

Students can access grades online approximately one week after the end of the quarter. Instructors may report grades from 4.0 to 0.7 in 0.1 increments, and the grade of 0.0. Grades in the range of 0.6 to 0.1 are not assigned. Decimal grades are equivalent to letter grades as follows:

4.0-3.9	A	2.1-1.9	C
3.8-3.5	A-	1.8-1.5	C-
3.4-3.2	B+	1.4-1.2	D+
3.1-2.9	B	1.1-0.9	D
2.8-2.5	B-	0.8-0.7	D-
2.4-2.2	C+	0.0	F

Under specific circumstances, non-decimal grades of "H," "I," "V," "Z," "P," and "NP" may be awarded. Please see AP2: 1.10.11 Letter Grade Designations.

REPEATING A COURSE

Students may repeat any course a maximum of two times (enroll in the class up to three times). Students must complete the Repeat Course form in order to indicate only the repeated grade to be used in the Cascadia GPA. The last class and grade counts in the GPA if the student has requested an "R" be placed next to the previous classes. If no request has been made for an "R" all classes are counted in the Cascadia GPA. The transcript will show that a course has been repeated, except in certain designated courses where the student may, by re-registering, obtain additional credits and grade points. Financial aid students should contact Student Financial Services to inquire whether financial aid will cover the cost of repeating a course.

Students should be aware that other schools and universities may treat repeated classes differently.

GRADE POINT AVERAGE (GPA)

Students' quarterly grade point averages are calculated as follows:

1. The number of credits for a course multiplied by the numerical grade awarded to obtain the grade points for that course.
2. Add the grade points for all courses taken.
3. Divide the sum of the grade points earned by the total number of credits attempted in course awarding numerical grades to obtain the GPA for a particular quarter. I,N, P/NP, W, and Z grades are not used in computing grade point average.

GRADE CHANGES

Grade changes are submitted on the Grade Change form by the instructor to the Kodiak Corner main counter.

1. Grade changes will not be made after one quarter (not including summer quarter), unless documentation is provided by the instructor that the grade was awarded in error.
2. Grade changes will be made at any time if due to a recording error in the Enrollment Services office.

Students are advised to contact the instructor immediately if a grade has been recorded incorrectly. Errors and omissions will be corrected as soon as identified without cost to the student.

GRADE APPEALS PROCESS

Cascadia Community College believes in the right of all students to receive a fair and equitable review process when a complaint arises. Therefore, the following procedures will govern all grade review requests. These procedures will ensure that the grade awarded was not an arbitrary or capricious evaluation of the student's mastery of the subject.

Students who believe they received an improper final grade shall have until the end of the subsequent quarter to appeal. For example, if the final grade was given in fall quarter, it must be appealed no later than the end of winter quarter. However, if the grade was given in spring quarter the complaint may be appealed through the last day of the next fall quarter. Students are responsible for retaining all papers, tests, and projects from the class in question.

Note: *The Appeal Process is not available to a student in a case where the grade has been given as a result of disciplinary action.*

INFORMAL PROCESS — RESOLUTION BETWEEN STUDENT AND FACULTY

The student initiates the grade appeal process by speaking to the appropriate instructor. This process should facilitate good faith efforts on the part of both the student and faculty member (see note below) to resolve the matter.

Note: *In the event that the instructor is no longer employed by the college, or is away from the campus for an extended period of time, the Dean for Student Learning will appoint two faculty members to review the student's work and the grade which is under appeal. The grade can only be changed upon the recommendation of both faculty members. If there is no agreement, the grade shall remain as awarded.*

FORMAL PROCESS WITH THE DEAN FOR STUDENT LEARNING

If the informal resolution with the instructor is not reached, the student can initiate a formal grade appeal process by contacting the Dean for Student Learning in written form (email acceptable). Once the Dean for Student Learning has received the written appeal, he/she has ten (10) days in which to discuss the situation with the instructor and the student. The student must make him or herself reasonably available to meet with the Dean for Student Learning. The Dean for Student Learning has another ten (10) days following his/her discussion(s) with the instructor and student within which to make a written recommendation to the student which may include:

1. To deny the request for a change of grade.
2. To move forward with grade appeal and convene the Hearing Committee.

If the Dean for Student Learning convenes the Hearing Committee, the decision of the Hearing Committee shall be final.

APPEAL OF THE DEAN FOR STUDENT LEARNING'S DECISION TO DENY THE GRADE CHANGE

If the student wishes to appeal the Dean for Student Learning's decision to deny the grade change, it must be done within five (5) days of receipt of the Dean for Student Learning's decision. The written appeal should be submitted to the Vice President for Student Learning and stipulate the reasons for the appeal. The Vice President for Student Learning has ten (10) days following his or her receipt of the appeal to review the documents and meet with the student. The Vice President for Student Learning has another ten (10) days following his or her meeting with the student to make a written recommendation to the student which may include:

1. To uphold the decision of the Dean for Student Learning and deny the request for a change of grade which will end the appeal process.
2. To move forward with grade appeal and request the Dean for Student Learning convene a Hearing Committee.

If the recommendation is to have the Grade Appeal Hearing Committee convene, the Vice President for Student Learning will review the procedures of the Hearing Committee with the student.

COMPOSITION OF THE GRADE APPEAL HEARING COMMITTEE

The Grade Appeal Hearing Committee will be drawn from a pool of twelve (12) volunteer faculty members (approved in advance, by the Vice President for Student Learning) who serve on-call for a one year term.

From the pool of twelve (12) names, only six (6) will be chosen randomly by the Dean for Student Learning (with the student and the instructor of record present). The student will then remove two of the six (6) names. The remaining four (4) faculty members will make up the Hearing Committee. Chosen faculty may abstain from any Hearing Committee if they stipulate that serving poses a conflict of interest. In that case another member would be selected randomly from the pool by the Vice President for Student Learning.

The Dean for Student Learning or designee will serve as facilitator and an ex-officio member of the Grade Appeal Hearing Committee.

GRADE APPEAL HEARING COMMITTEE PROCESS

The Dean for Student Learning will contact the Grade Appeal Hearing Committee within ten (10) days of the request by the Vice President for Student Learning.

The Hearing Committee will set a date for the hearing, review all documentation, and may interview all parties, including other students who may serve as student and/or faculty advocates.

The instructor and the student will have a maximum of 30 minutes each in which to present their case. The Hearing Committee may vote to extend the 30-minute limit to an additional amount of time and provide the same number of minutes to both the student and instructor.

The Hearing Committee will render their decision within ten (10) business days of the hearing. The decision of the Committee is final and the appeals process ends.

If there is a tie vote by the Hearing Committee, the Vice President for Student Learning shall review the record of the hearing committee and render a decision. The decision of the Vice President for Student Learning shall be final.

Copies of the decision will go to the Vice President for Student Learning, the student, and the instructor. A copy also will be placed in the student's file.

LETTER GRADE DESIGNATIONS

Cascadia Community College will use the following letter grades for credit classes, as appropriate. These letter grades are not subject to the Grade Appeal Process.

GRADE	POLICY	OUTCOMES	PROCESS
H	**Course in Progress** - this grade is assigned when instructors teach courses that extend beyond the end of the quarter or for courses which are continuous.	• Grade is not calculated in GPA by Cascadia, and no credit is awarded for the course until the final grade is issued by the instructor.	• At the time when grades are due, an H will be awarded. • Upon the completion of the course, the instructor will award the final grade, which will replace the H grade.
I	**Incomplete** - this grade may be given when requested by the student and approved by instructor. A grade of I is appropriate when the student (a) has already completed a majority of work for the course, (b) is unable to finish the remaining coursework, and (c) is able to complete the coursework with no additional instruction. **Please note:** ***Student must complete work in the quarter following the quarter in which the I is given (not including the summer quarter); a one quarter extension may be granted in certain unusual circumstances, at the instructor's discretion.***	• Student receives grade based on previously completed coursework and contracted work if that work is submitted by contract date. • Student receives the grade designated on the contract if contracted work is not completed by contract date. • This grade may adversely affect student's ability to register in subsequent quarters (see AP2: 1.10.01 Academic Standards.)	• Student makes a written request for an I to the instructor of record for the respective course. • Student and instructor draft and sign an Incomplete Contract, which delineates work to be completed and indicates what grade will be given if the contracted work is not completed in the allotted time. • The instructor submits grade change form after contracted work is submitted and graded. • Extenuating circumstances that change the contract deadline will require a revised Incomplete Contract to be signed.
N	**Audit** - this grade may be given when requested by the student and approved by the instructor (required after the end of the second week of the quarter) that an audit status is appropriate. The student participates in coursework at the instructor's discretion, but no credit is earned.	• Grade is not calculated in GPA by Cascadia and no credit is awarded for the course.	• Up to the end of the second week of the quarter, students may initiate, without instructor's permission, a change to or from audit status. • From weeks three through six of the quarter, instructor permission is required. • After the sixth week, no change in status may be made. **Please note:** ***This timeline is adjusted for summer quarter. Please see the Summer Schedule of Classes for dates.***
V	**Unofficial Withdrawal (Vanished)** - this grade is given to a student who attends briefly or rarely and does not withdraw with a W grade.	• This grade will be computed as 0.0 in GPA calculations, and no credit is awarded for the course. • This grade may adversely affect student's ability to register in subsequent quarters (see AP2: 1.10.01 Academic Standards).	• Instructor indicates V grade and reports the student's last date of attendance.
W	**Official Withdrawal** - this grade is assigned when the student withdraws from a class with instructor permission in weeks three through six of the quarter. After the sixth week, no official withdrawals may be made. **Please note:** ***This timeline is adjusted for summer quarter. Please see the Summer Schedule of Classes for dates.***	• Grade is not calculated in GPA by Cascadia, and no credit is awarded for the course. • This grade may adversely affect student's ability to register in subsequent quarters (see AP2: 1.10.01 Academic Standards).	• Student brings withdrawal form to Enrollment Services. • Students may not withdraw from a course to avoid penalty for violation of academic honesty.
Z	**No credit** - this grade may be given when requested by the student and approved by the instructor. This grade reflects a crisis and/or unusual, extreme circumstance which has interfered or interrupted the student's ability to attend class and complete the remaining coursework for the quarter.	• Grade is not calculated in GPA by Cascadia, and no credit is awarded for the course. • This grade may adversely affect student's ability to register in subsequent quarters (see AP2: 1.10.01 Academic Standards).	• Student makes a written request to the instructor of record for the respective course. • Request is considered by the instructor on a case-by-case basis.

LETTER GRADE DESIGNATIONS (CONT'D)

GRADE	POLICY	OUTCOMES	PROCESS
NP **Non-graded**	No Credit for the Course - this grade is assigned when the student has not met the class outcomes and requirements to receive a grade of 2.0 or higher OR for level. Only designated courses are graded using a NP.	• Grade is not calculated in GPA by Cascadia.	• Upon the completion of the course and if the student did not pass with a grade of 2.0 or higher OR did not meet the learning outcomes for the class, the instructor will give a final grade of NP. • Up to the end of the second week of the quarter, student may initiate, without instructor's permission, a change to or from P/NP status. • From weeks three through six of the quarter, instructor permission is required. • After the sixth week, no change in status may be made. **Please note:** ***Students are strongly encouraged to meet with an Advisor prior to enrolling in a P/NP course. This timeline is adjusted for summer quarter. Please see the Summer Schedule of Classes for dates.***
Administrative Drop	Students who do not attend class during the first two class days of the quarter (and do not contact the instructor) may be dropped from the class roster at the instructor's discretion. **Please note:** ***This drop is not automatic. This procedure is also used to drop a student when a prerequisite has not been met.***	• Student is dropped from the class.	• Faculty assesses class attendance and then drops students from the class using a Group Drop form. • This action is not automatic; students should drop unattended classes to avoid receiving a 0.0.

CREDIT AND PLACEMENT INFORMATION

Cascadia accepts a variety of ways students may demonstrate their knowledge, skills, and the achievement of student learning outcomes. After appropriate evaluation, credit or placement may be given in the following ways:

National Standardized Tests — Cascadia accepts the results of some national standardized tests for placement or credit. Examples would include specific exams among those offered by Advanced Placement (AP), and International Baccalaureate (IB). In some circumstances, national testing programs such as CLEP may be used to demonstrate course equivalency proficiency.

Credit By Examination — For certain skill-based courses, credit by examination may be available.

Documented Experience — Advanced placement in professional/technical programs is possible for documented prior experience that is equivalent to coursework at Cascadia. This experience might be from the military, industry, or courses completed through continuing education.

Enrollment in College 120, Assessment of Prior Learning — Students may earn credit for prior college-level learning that has occurred outside the traditional classroom setting by enrolling in College 120. This course will assist the student to develop a portfolio that demonstrates and documents the knowledge and skills the student has acquired through non-traditional means.

A maximum of 15 credits of this work may be applied to degree or certificate requirements. These credits will not be included as part of the 25-credit residence requirement that students must earn at Cascadia in order to graduate. Please see an advisor for further clarification.

TRANSFER CREDITS

Course work from other colleges will be evaluated upon receipt of the Transcript Evaluation Request form, available online. Only course work from regionally accredited institutions will be accepted to a maximum of 65 credits.

EARNING CREDITS

The regular college year is divided into three quarters of 11 weeks each, plus a condensed summer session. Credits may be earned from several modes of learning: class lectures and lab sessions, independent study and internships, and distance learning, such as telecourses and online courses. One credit is allowed for each hour of lecture period or two hours of laboratory per week during the regular academic session. For each period of lecture or discussion, the student should allow two hours of outside preparation.

A carefully planned program of 15 or more credits per quarter will allow for graduation in two years. A carefully planned program of 10 or more credits per quarter will allow for graduation in three years. Students should develop their program of study with an advisor.

To enroll in more than 24 credits students must have academic advisor or faculty advisor approval.

EXAMINATIONS

All students are required to take regularly scheduled examinations as outlined in the course syllabus. Final examinations are held at the end of each quarter and are scheduled by the instructor of the course. If a student misses an examination, it is his/her responsibility to contact the instructor and, if permitted by the course syllabus, schedule a make up exam as soon as possible.

ATTENDANCE

Attendance and participation requirements for each course are specified in the course syllabus and are an important part of student learning and student success.

ACADEMIC INTEGRITY POLICY STATEMENT

WAC 132Z-115-060

Admission to Cascadia Community College carries with it the presumption that students will conduct themselves with high standards of academic honesty and integrity.

Hallmarks of academic integrity include:

- Submitting work that reflects original thoughts and ideas
- Clearly citing other people's work when using it to inform your own
- Seeking permission to use other people's creative work
- Fully contributing to group work and projects

Students who choose not to uphold the hallmarks of integrity are considered to be engaging in academic dishonesty.

Academic dishonesty is defined as any act of course-related dishonesty, including but not limited to cheating or plagiarism.

- Cheating includes, but is not limited to, using, or attempting to use, any material, assistance, or source which has not been authorized by the instructor to satisfy any expectation or requirements in an instructional course, or obtaining without authorization, test questions or answers, or other academic material that belong to another.
- Plagiarism includes, but is not limited to, using another person's ideas, words, or other work in an instructional course without properly crediting that person.
- Academic dishonesty also includes, but is not limited to, submitting in an instructional course either information that is known to be false (while concealing that falsity) or work that is substantially the same as that previously submitted in another course (without the current instructor's approval).
- Academic dishonesty also includes taking credit for the work of others when working in groups or otherwise.

Any act of cheating and/or plagiarism is strictly prohibited and will be subject to disciplinary action. Where suspected violations of the academic honesty policy occur, appropriate procedures are designed to protect the academic process and integrity while ensuring due process. Students are expected to adhere to guidelines on academic honesty as stated by individual instructors in their course syllabi, provided those guidelines do not contradict policies and procedures established in the Student Code of Conduct. All documented violations of the academic honesty policy will be reported to the Vice President for Student Success, who shall maintain a record of violations. Students who violate the academic honesty policy twice will be placed on Disciplinary Probation. Students who violate the academic honesty policy subsequently (a third time) will be placed on Disciplinary Suspension.

ACADEMIC HOLDS

In order to collect outstanding parking fines, library fines and obligations, or other financial debt to the college, the college may:

1. Withhold quarterly grade reports and/or official transcripts of permanent records
2. Withhold diplomas or certificates as the college deems necessary
3. Refuse to enroll, drop, or withdraw classes as the college deems necessary

For more information on Academic Holds, contact the Kodiak Corner main counter at (425) 352-8860.

INSTRUCTIONAL GRIEVANCES

Students are encouraged to discuss concerns about their class with the appropriate instructor. If concerns persist, the Dean for Student Learning should be consulted.

If the matter cannot be resolved informally as outlined above, students may file formal grievances by following the processes outlined in the Student Rights and Responsibilities section of the Student Handbook, which is available on the Cascadia website.

ADVANCED PLACEMENT TRANSFER AGREEMENT

Washington community and technical colleges will award unrestricted elective credit for an Advanced Placement (AP) score of 3 or higher. Credit will be awarded on the basis of official AP results, not transcript notation. Credits granted for general education or major requirements will be specified by the receiving institutions' AP credit policies; otherwise elective credit will be granted..

CASCADIA COMMUNITY COLLEGE ADVANCED PLACEMENT TABLE

Subject	AP Score	CCC Placement	CCC Credit
Art: History	4, 5		5 credits Humanities (ART XXX)
Art: Drawing	4, 5		ART 121
Art: 2-D or 3-D Design	4, 5		ART 110
Biology	4, 5		5 credits Natural Science (BIOL XXX)
Calculus AB	5	MATH& 163	MATH& 151, MATH& 152
	3,4	MATH& 152	MATH& 151
Calculus BC	4, 5	MATH& 163	MATH& 151, MATH& 152
	3	MATH& 152	MATH& 151
Chemistry	5	CHEM& 241, BIOL& 211	CHEM &161, & 162, and & 163
	4	CHEM& 163, BIOL& 211	CHEM& 161 and & 162
	3	CHEM& 161 (if score is less than 3 years old)	
Computer Science AB	4, 5		BIT 142
	3	BIT 142	
Economics: Micro	4, 5		ECON& 201
Economics: Macro	4, 5		ECON& 202
English Composition	4, 5	ENGL& 102	ENGL& 101
	3	ENGL& 101	
English Literature	4, 5		ENGL& 111
Environmental Science	4, 5		ENVS 150
French	5		FRCH& 121, & 122, and & 123
	4	FRCH& 123	FRCH& 121 and & 122
	3	FRCH& 122	FRCH& 121
Government and Politics: American	4, 5		POLS& 202
Government and Politics: Comparative	4, 5		POLS& 204
History: European	4, 5		5 credits Humanities or Social Science (HIST XXX)
History: US History 1	4, 5		HIST& 146 or 5 credits Humanities or Social Science (HIST XXX)
History: US History 2	4, 5		HIST& 147 or 5 credits Humanities or Social Science (HIST XXX)
History: World	4, 5		5 credits Humanities or Social Science (HIST& 126, & 127, or & 128)
Mathematics: Statistics	4, 5		MATH 235
Physics B	4, 5		PHYS& 121, & 122 and & 123
Physics C: Mechanics	4, 5		PHYS& 221
Physics C: Electricity and Magnetism	4, 5		PHYS& 222
Psychology	4, 5		PSYC& 100
Spanish Language	5		SPAN& 121, & 122, and & 123
	4	SPAN& 123	SPAN& 121 and & 122
	3	SPAN& 122	SPAN& 121

PROCEDURES FOR AWARDING OF INTERNATIONAL BACCALAUREATE (IB) CREDIT

STUDENT PROCESS

1. Student submits IB Transcript to Enrollment Services (Main Counter in Kodiak Corner):
   a. Student names CCC as a recipient when he/she registers for IB program exam(s) OR
   b. Student may contact the IB Organization to request that an official IB transcript be sent directly to CCC.
2. Academic advisors use the IB Transcript for placement
3. Student requests official evaluation of IB Transcript

POLICY FOR AWARDING IB CREDIT

In most cases, five quarter credits (or more) are granted for Higher Level subjects in which a grade of 5 or higher is earned, with a maximum of 45 quarter credits. No credit is awarded for Standard Level subject grades.

A maximum of 45 credits of alternative credits (IB and AP) may be used toward any degree.

INTERNATIONAL BACCALAUREATE (IB) CREDIT TABLE

IB Department	Course(s) and Credits	Counts Toward/Comments
Biology	BIOL& 211 and & 212 (10 cr.)	Counts toward Natural Science distribution area
Economics	ECON& 201 and & 202 (10 cr.)	Satisfies Q requirement and/or counts towards Social Science distribution area
History	HIST xxx (5 cr.)	Counts toward Humanities or Social Science distribution area
English	ENGL& 101 (5 cr.)	Counts toward General Education Core requirement
French	FRCH& 221 (5 cr.)	Counts towards Humanities distribution area
Music	MUSC xxx (5 cr.)	Counts towards Humanities distribution area
Physics	PHYS& 121, & 122 and & 123 (15 cr.)	Counts towards Natural Science distribution area
Psychology	PSYC& 100 (5 cr.)	Counts toward Social Science distribution area
Spanish	SPAN& 221 (5 cr.)	Counts toward Humanities distribution area

ACCOUNTING

ACCT& 201 **5 credits**

Principles of Accounting I

E- Students will explore the manner in which accountants pursue the goal of financial accounting: to provide useful, relevant information to users of financial statements. With a focus on merchandising enterprises, students look at how the accounts are organized, how they are affected by transactions, and how they impact one another. Students will explore the recording process, adjusting and closing entries, and the preparation of financial statements. Transaction analysis will focus on sales, purchases, cash, accounts receivable, and inventories, while additional topics include accounting information systems and internal control. **Prerequisite(s):** Co-enrollment with or completion of MATH& 141 or MATH 147 with a grade of 2.0 or higher or placement into MATH& 142; and co-enrollment or completion of BIT 156 or instructor permission.

ACCT& 202 **5 credits**

Principles of Accounting II

E- In this course, a continuation of ACCT& 201, students will further explore the manner in which accountants pursue the goal of financial accounting: to provide useful, relevant information to users of financial statements. With a focus on partnerships and corporations, students will examine in detail the accounting for plant assets, current liabilities, shareholders' equity and dividends, long term liabilities, and investments. Additional topics include the statement of cash flows and financial statement analysis. **Prerequisite(s):** Completion of ACCT& 201 with a grade of 2.0 or higher, or instructor permission.

ACCT& 203 **5 credits**

Principles of Accounting III

E- Students commencing this course in managerial accounting will have completed two previous courses in financial accounting (ACCT& 201 and ACCT& 202), whose goal is to provide useful, relevant information to users of financial statements. Managerial accounting, by contrast, is concerned with providing information to managers-the people inside an organization who direct and control its operations. Students will explore the ways in which financial information for internal users is compiled, organized, and presented, and will develop a thorough understanding of: manufacturing and nonmanufacturing costs; compute the cost of manufacturing a product or providing a service; and determine the behavior of costs as activity levels change. Attention will then shift to budgeting and the use of budgets and standard costs to assess performance. Additional topics include incremental analysis and capital budgeting. **Prerequisite(s):** Completion of ACCT& 202 with a grade of 2.0 or higher, or instructor permission.

AMERICAN SIGN LANGUAGE

ASL& 121 **5 credits**

American Sign Language I

H- In this course students begin to communicate with others using American Sign Language (ASL) and are introduced to the deaf culture and community. They learn the vocabulary, grammar, and culturally-appropriate uses of ASL through natural, everyday conversational situations. This course is video-interactive, allowing students to check their comprehension and to practice signs. **Prerequisite(s):** Completion of ENGL 090 or higher or placement by testing in ENGL 100.

ASL& 122 **5 credits**

American Sign Language II

H- Students further develop their ability to communicate with others using American Sign Language. They will increase their knowledge of ASL culture, signs, and grammatical structures. **Prerequisite(s):** Completion of ASL& 121 with a grade of 2.0 or higher or placement into ASL& 122.

ASL& 123 **5 credits**

American Sign Language III

H- Continuing the work of ASL& 122 students will further develop their expressive and receptive skills. **Prerequisite(s):** Completion of ASL& 122 with a grade of 2.0 or higher or placement into ASL& 123.

ANTHROPOLOGY

ANTH& 104 **5 credits**

World Prehistory

CKR, SS- This course will introduce students to the origins of global human diversity by tracing the development of material culture from its Paleolithic beginnings to the first literate societies. Through readings, videos, the Internet, and other materials, students will journey to Africa, Mesopotamia, Asia, India, Europe, and the Americas as they follow the development of human culture over the course of prehistory. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ANTH& 204 **5 credits**

Archaeology

SS- This course investigates how archaeologists reconstruct the human past. Students will learn archaeological process, examine the relationship of archaeology to anthropological concerns, and develop critical thinking skills by evaluating archaeological methodologies and explanatory theories, analyzing archaeological material, and conducting a virtual dig. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ANTH& 205 **5 credits**

Biological Anthropology

GS, NS- Students in this course will evaluate the origins of humankind, consider biological diversity, and assess biocultural evolution. Students will learn to critically evaluate scientific claims about humankind, recognize human variation, explore humanness, and develop critical thinking skills through the application of essential anthropological approaches, theories, and methods. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

ANTH& 206 **5 credits**

Cultural Anthropology

CKR, GS, SS- Students in this course examine the dimensions of human culture, including kinship, politics, and religion, and evaluate the interrelationships between geography, environment, and cultural forms. Students explore the effects of globalization on indigenous peoples while developing critical thinking skills through the application of essential anthropological approaches, theories, and methods. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ANTH& 207 **5 credits**

Introduction to Linguistic Anthropology

CKR, SS- This course introduces students to linguistic methods and theories used within anthropology. Students examine the structural features of language, compare human and animal communication, and explore the interaction of culture and language. Linguistic relativism and determinism will be scrutinized, as well as the relationship of language to society, nationalism, and politics. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ANTH& 234 **5 credits**

Religion and Culture

CKR, SS- Students undertake a comparative study of belief systems, encompassing a sample of both tribal and world religions. Learners examine symbolism, rituals, myths, ecological ties, etc., in order to gain insight into the origins, construction, and intricacies of the world's belief systems. Students also investigate the role of belief systems in the construction of social roles, social distinctions, culture conflict, and cultural change. **Prerequisite(s):** Completion of ANTH& 206, or CMST 150, or SOC 150; and completion of, or co-enrollment in, ENGL& 102 with a grade of 2.0 or higher.

DESIGNATION KEY
Distribution areas: CKR = Cultural Knowledge, E = Elective, GS = Global Studies, H=Humanities, HP = Humanities Performance, NS = Natural Science, Q=Quantitative Reasoning, RE=Restricted Elective , SS = Social Science

ART

ART& 100 **5 credits**
Art Appreciation
CKR, GS, H- In this course, students examine their own emotional experience of art and think critically about its role and effects in everyday life. We develop visual literacy by critically engaging visual and performative arts from around the world to consider distinctions and intersections between cultures, grasp the relationship between art and culture, and examine the social, political, economic, and historical contexts of art. Students learn the formal elements and principles of design, i.e., shape, light, color, texture, rhythm, motion, and other concepts of art study. Artistic forms studied may include painting, sculpture, functional art, architecture, photography, printmaking, and installation art, performance art, dance, theater, music, and computer arts. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

ART 110 **5 credits**
2-Dimensional Design
HP- Students will explore the design process from problem identification to the development of alternate solutions and will participate in critical dialogue regarding the content and context of creative work. The course offers an introduction to organization of line, value, color, shape, space, texture, and form in the context of balance, harmony, variety, emphasis, and unity. Students will learn essential 2-dimensional surface design concepts and processes throughout the course. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

ART 121 **5 credits**
Drawing
HP- This is a beginning studio drawing course. The approach is simultaneously theoretical and technical, combining hands on-exercises with readings. The course will explore the fundamental elements of design as they relate to drawing: line, shape, value, texture, form, gesture, perspective, and space. The course will include an exploration of the fundamentals of pictorial form, principles of composition, organization, and structure, both in theory and practice. The course will work with developing visual literacy and fine tuning visual skills and perceptions while refining technical ability. The theoretical emphasis is to express individual ideas and feelings in the development of a personal artistic vision.

ART 135 **5 credits**
Global Perspectives in Art
CKR, H- Global Perspectives in Art provides an exploration of artistic expression as a cultural universal using visual and performing arts media from around the world. Students investigate the disparate roles that visual and performing arts play in societies throughout history. The course will also challenge students to examine comparative artistic heritages. **Prerequisite(s):** Completion of ART& 100 and ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

ART 140 **5 credits**
Survey of Art History: Prehistory to Byzantine
GS, H- This survey of art history examines the progression and advancement of art and architecture from prehistory through the early Byzantine period of the 6th century. Students study and discuss ways in which art is influenced by significant events, beliefs, and customs. This course includes comparative analysis with a focus on art and architecture's cultural significance. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement in ENGL 100.

ART 141 **5 credits**
Survey of Art History: Byzantine to the Industrial Revolution
GS, H- A survey course covering the development of art history from the 6th century A.D. to the Industrial Revolution in the 19th century. The course examines artistic periods, styles, and influences including Byzantine and Gothic, the Renaissance, Baroque, Romanticism, and Realism. Emphasis is on the distinctive character reflected in art and architecture from each period, and the religious, social, and cultural influences that both shape them and act as their agent for change. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement in ENGL 100.

ART 142 **5 credits**
Survey of Modern Art
GS, H- The Survey of Modern Art documents and explains the advancement of art and architecture from the Industrial Revolution to the present, with emphasis on the works of major artists and architects, technological and intellectual advances, and new media in the post modern era. Periods and styles include Neo Classicism and Impressionism, Cubism, Pop Art, installations, performance art, video, and digital media. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement in ENGL 100.

ART 224 **5 credits**
Figure Drawing
HP- This class includes drawing the human form using studio models. Students address issues of anatomy, structure, and refinement of drawing skills and technique using a variety of mediums and formats. **Prerequisite(s):** Completion of ART 121 with a grade of 2.0 or higher.

ASTRONOMY

ASTR& 101 **5 credits**
Introduction to Astronomy
NS- In this course, students will study the physical characteristics of celestial bodies from our closest neighbor, the moon, to the most distant galaxies. Students will be able to explain how past astronomers investigated the universe and the theories they developed to explain their observations. Students will familiarize themselves with recent observations and discover the foundations for modern astronomical theories. Astronomical observations will be applied through activities, laboratories, and simulations. **Prerequisite(s):** Completion of MATH 085 with a grade of 2.0 or higher or placement by testing in MATH 095. (LAB)

ASTR& 115 **5 credits**
Stars, Galaxies, and Cosmos
NS- This course is intended for non-science majors as an introduction to the foundations and current theories of the science of the universe. Black holes, time travel, the big bang, dark matter, and teleportation will be among the subjects studied. Through various methods students will assess the human understanding of our Universe and analyze the many models created to explain the creation, existence, and end of our Universe. Emphasis will be placed on contemporary scientific theories to include the theory of relativity, quantum theory, and current observations. This class will cover the material without the use of intensive mathematics. **Prerequisite(s):** Placement by testing in MATH 085 and completion of ENGL& 101 with a grade of 2.0 or higher.

ATMOSPHERIC SCIENCE

ATMS 101 **5 credits**
The Science of Weather
GS, NS- This course will explain the nature of weather and climate phenomena by examining the underlying physical and chemical processes that distribute energy and material throughout earth's atmosphere. Students will collaboratively pursue an understanding of pressure systems, fronts, air masses, clouds, storms, and human influences by collection and analysis of real-time and historical data. Basic forecasting, global impacts to and of the atmosphere, and the human role in atmospheric change are common threads throughout the course. **Prerequisite(s):** Completion of MATH 085 with a grade of 2.0 or higher or placement by testing in MATH 095. (LAB)

BIOLOGY

BIOL 120 **5 credits**
Survey of the Kingdoms
NS- Students will gain an understanding of the vast diversity of living things and their adaptations to their environment from an evolutionary perspective. They will examine the ecological relationships among all life on the planet. **Prerequisite(s):** Completion of ENGL 090 or higher or placement by testing into ENGL 100. (LAB)

BIOL 165 **5 credits**
Life: Origins and Adaptations
NS- Students will study evolution as an example of scientific theory and scientific methods. They will gain an understanding of the processes of evolutionary biology. Then they will use that understanding to examine the species concept, natural selection, speciation, and the diversity of the Kingdoms of life on earth. The course will also examine the adaptations organisms have to their environments and interactions between living organisms. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100; and co-enrollment with MATH 085 or placement in MATH 095.

BIOL& 170 **5 credits**
Human Biology
NS- This course is an introduction to the systems of the human body. Structures and functions of these systems will be stressed along with unifying principles such as nutrition, genetics, environment, and exercise. This course is a non-lab non-majors course. It is not intended for science or allied health majors. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100; and co-enrollment with or completion of MATH 095 with a grade of 2.0 or higher.

BIOL& 211 **5 credits**
Majors Cellular
NS- This course enables students to learn and practice the scientific method as they develop an appreciation of the process of life. They will examine chemical and cellular concepts common to all living things as they pertain to life's maintenance, perpetuation, and evolution. **Prerequisite(s):** Co-enrollment with BIOL 215; and completion of CHEM& 121 or CHEM& 161 with a grade of 2.0 or higher, or co-enrollment in CHEM& 161. (LAB)

BIOL& 212 **5 credits**
Majors Animal
NS- Students will examine the major taxa of animals relative to their structure and function. They will be able to recognize the phylogenetic relationships among animals as well as the ecological relationships within the kingdom. **Prerequisite(s):** Completion of BIOL& 211 with a grade of 2.0 or higher and co-enrollment in BIOL 216. (LAB)

BIOL& 213 **5 credits**
Majors Plant
NS- Students will examine the phylogenetic relationships of the major groups of the plant kingdom. They will be able to describe the group's morphology, physiology, and ecology as well as the development of ecosystems and the features of terrestrial biomes. They will apply the methods of scientific inquiry to a variety of laboratory problems. **Prerequisite(s):** Completion of BIOL& 211 with a grade of 2.0 or higher and co-enrollment of BIOL 217. (LAB)

BIOL 215 **1 credit**
Majors Cellular Biology Problem Session
NS- Students will explore applications and theory that would supplement BIOL& 211. Students will review major concepts of the lecture and lab of the course through active learning activities, case study problems, and discussion of current and applied topics with the instructor and peers. Students will gain additional time exploring laboratory interpretation, scientific analysis, and scientific writing. **Prerequisite(s):** Co-enrollment with BIOL& 211; and co-enrollment or completion of CHEM& 121 or CHEM& 161 with a grade of 2.0 or higher.

BIOL 216 **1 credit**
Majors Animal Self-Paced Lab Hours
NS- Students will have access to the lab for extended time with instruction available. Students will also have time to explore applications of concepts they are learning about and ask questions about the theory and content of the subject. **Prerequisite(s):** Completion of BIOL& 211 with a grade of 2.0 or higher and co-enrollment in BIOL& 212. (LAB)

BIOL 217 **1 credit**
Majors Plant Self-Paced Lab Hours
NS- Students will have access to the lab for extended time with instruction available. Students will also have time to explore applications of concepts they are learning about and ask questions about the theory and content of the subject. **Prerequisite(s):** Completion of BIOL& 211 with a grade of 2.0 or higher and co-enrollment in BIOL& 213. (LAB)

BIOL& 231 **6 credits**
Human Anatomy
NS- This is the first quarter in a three-quarter sequence for pre-nursing majors. It includes a detailed examination of the structure of the human body using models, charts, computer programs, fresh animal specimen dissections, and the dissection of the preserved cat. Topics covered include the following human organ systems: integumentary, skeletal, muscular, lymphatic/immune, respiratory, digestive, nervous, endocrine, cardiovascular, urinary, and reproductive. **Prerequisite(s):** Co-enrollment or completion of BIOL& 211 with a grade of 2.0 or higher; and completion of CHEM& 121 or CHEM& 161 with a grade of 2.0 or higher or one year of high school chemistry taken within the last 5 years with a grade of C or higher. (LAB)

BIOL& 232 **6 credits**
Human Physiology
NS- This is the second quarter in a three-quarter sequence for pre-nursing majors. It will cover in detail the study of the functioning and interrelationships of the organ systems of the human body using computer software and lab exercises. Topics will include a study of homeostasis, cytology, feedback mechanisms, and the function and relationship of the following organ systems: integumentary, skeletal, muscular, lymphatic and immune, nervous and special senses, endocrine, circulatory, respiratory, urinary, digestive, and reproductive. **Prerequisite(s):** Completion of BIOL& 211 with a grade of 2.0 or higher; and CHEM& 121 or CHEM& 161 with a grade or 2.0 or higher. (LAB)

BIOL& 260 **5 credits**
Microbiology
NS- This course enables students to learn and practice the scientific method as they develop an appreciation of the diversity and complexity of the microbial world. Students will learn the basic principles of structure and function of prokaryotic and eukaryotic microorganisms, as well as viruses, and how this relates to cellular processes, human disease, evolution, and the environment we live in. In the lab, students will learn standard methods of isolating, assessing, and identifying microorganisms. **Prerequisite(s):** Completion of BIOL& 211 with a grade of 2.0 or higher; and CHEM& 121 or CHEM& 161 with a grade of 2.0 or higher. (LAB)

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BUSINESS

BUS& 101 **5 credits**
Introduction to Business
SS- Students explore the role played by business enterprises from an economic and societal perspective, then proceed to explore the management of business organizations, both overall and within each of the essential functions: planning, human resources, marketing, finance, and accounting. Additional topics may include business ethics, business law, entrepreneurship, social responsibility, international business, personal finance, and/or the social business enterprise. As a capstone project, students will work in teams to develop business plans for proposed new business ventures. The course is intended to offer a framework for the further study of business or to provide workplace context. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

BUS& 201 **5 credits**
Business Law
SS- This course examines the legal institutions, structures, and processes that impact and regulate business activity in the United States. Students examine law as a system that responds to changing societal beliefs and behavior and through its use adjudicates disputes. Legal reasoning, contracts, product liability, and criminal and civil law are areas that will be explored. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

BUSINESS AND INFORMATION TECHNOLOGY

BIT 100 **5 credits**
Computer Basics I
RE- Discover the world of computing- what is it all about? In society today computers are everywhere-from desktops to cars to toasters, but how much do we really know about these machines, the software that makes them work, and their impact on society both today and into the future? This course will explore this incredible subject and provide an introduction to the world of personal computers. Students will learn to assemble a computer and load software. They will also learn about the importance of networks and the internet in a computing environment.

BIT 101 **7 credits**
Computer Basics 2
RE- A+ Certification Preparation-This is an intensive course designed as a preparation for the two A+ certification exams: The A+ Core Hardware Exam (220-201) and the A+ Operation System (OS) Technologies Exam (220-202). A+ Certification is a CompTIA-sponsored testing program that certifies the competency of entry-level (6 months experience) computer service technicians. The A+ test contains situational, traditional, and identification types of questions. The test covers a broad range of hardware and software technologies, but is not bound to any vendor-specific products. Success on these exams requires extensive study beyond the scope and time frame of this preparation course.

BIT 102 **5 credits**
Network Concepts and Design
RE- Students in this networking LAN and WAN course learn the OSI model, TCP/IP model, subnetting, layered networking components of LANs and WANs, workstation, router, and switch setup, command line syntax, ACLs, and configuration. Students learn router and switching concepts, routing and switching protocols, troubleshooting, and load balancing. Students will perform activities to setup, configure, and troubleshoot switches and routers to explore the topic concepts.

BIT 105 **2 credits**
Careers in Information Technology
RE- This course provides an overview of the computer field through presentations by faculty and staff, as well as industry experts, job recruiters, and recent graduates. As part of the course, students might also make site visits to both large and small IT operations, ISP, and software development firms. Students will update their interactive portfolio to include a preliminary analysis of their career objectives with a timetable and the steps they would undertake to achieve those objectives.

BIT 112 **5 credits**
Basics of Web Authoring
RE- In developing web pages, students learn the basics of web authoring and internet publishing including HTML, image manipulation, page layout, file transfer, and internet protocols. Students create HTML pages by hand and post files on a working web server. Special emphasis is placed on managing projects and working with clients. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100; or co-enrollment in the I-BEST option for the Technical Support Specialist Certification.

BIT 113 **5 credits**
User Interface Development
RE- Students explore the design and implementation of effective user interfaces for web pages and computer applications. Advanced HTML and web authoring topics are covered as students gain first-hand experience creating computer graphics for a variety of audiences and interactive user interfaces. Emphasis is placed on usability, aesthetics, and incorporating client feedback into the revision process. **Prerequisite(s):** Completion of BIT 112 with a grade of 2.0 or higher, or instructor permission.

BIT 115 **5 credits**
Introduction to Programming
E- This introductory programming class emphasizes problem solving through exploration of computer programming, variable typing and assignment, basic control structures, loops, branches, functions, subprograms, and arrays. Students also explore how human culture affects the use of computer programs. **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or by testing placement into MATH& 107, MATH& 141, MATH& 146, or MATH 147; date of last math course irrelevant.

BIT 116 **5 credits**
Scripting
E- In learning JavaScript, students will apply their programming skills to develop web pages, including loops, conditionals, arrays, and functions. Students are introduced to the JavaScript object model, user-defined objects, event handlers, forms, and cascading style sheets. **Prerequisite(s):** Completion of BIT 115 with a grade of 2.0 or higher, or instructor permission.

BIT 126 **5 credits**
Network Client Systems
RE- Exploration of major network client systems focusing on the currently dominant system. Operating systems such as MS-Windows or Apple will be explored in relation to networked systems. Each of these operating systems will be networked in a peer environment. Students will implement, administer, and troubleshoot information systems that utilize diverse equipment.

BIT 127 **5 credits**
Linux Client/Server Basics
RE- This course is designed to provide a basic foundation in Linux operating system for individuals who are planning on entering systems/network, web, and/or database administration. This course provides the necessary background in basic Linux commands, concepts, and techniques for entry level into the small business workplace. **Prerequisite(s):** Completion of BIT 101 with a grade of 2.0 or higher or evidence of work at or above that level.

BIT 142 **5 credits**
Intermediate Programming
Q, RE- This is a first course in computer science using a language such as C#. This course covers variable types, control structures, functions, modular programming, pointers/references/ etc., arrays, structures, and an introduction to recursion. The course will introduce basic sorting and searching algorithms. The emphasis of this course will be program design, algorithmic (variables, expressions, statements), and abstraction (data types, functions). **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or by testing placement into MATH& 107, MATH& 141, MATH& 146, or MATH 147; date of last math course irrelevant ; and completion of BIT 116 with a grade of 2.0 or higher; or instructor permission

BIT 143 **5 credits**
Programming Data Structures
E- This course extends the fundamentals covered in Intermediate Programming. The course will cover program specification and design, abstract data types, and classes. Topics will include dynamic arrays, stacks, queues, linked lists, binary trees, and recursion. Taught in C#. **Prerequisite(s):** Completion of BIT 142 with a grade of 2.0 or higher.

BIT 147 **2 credits**
Integrated Office Applications 1
RE- This course, offered as part of a specialized program, allows students to expand and enhance their study of BIT 150, Keyboarding, and BIT 154, Beginning Word Processing. Students will develop vocabulary proficiency and apply the skills from the self-paced lab courses in context-specific activities. This course may be used as part of a learning community, ESL program, or targeted for a specific group of learners. **Prerequisite(s):** Placement by testing in ESL 040 or above and co-enrollment in BIT 150 and BIT 154 required. Instructor permission is required.

BIT 148 **2 credits**
Integrated Office Applications 2
RE- This course, offered as part of a specialized program, allows students to expand and enhance their study of BIT 153, Using the Internet, and BIT 164, Microsoft Outlook. Students will develop vocabulary proficiency and apply the skills from the self-paced lab courses in context-specific activities. This course may be used as part of a learning community, ESL program, or targeted for a specific group of learners. **Prerequisite(s):** Placement by testing in ESL 040 or above and co-enrollment in BIT 153 and BIT 164 required. Instructor permission required.

BIT 150 **1 credit**
Introduction to Keyboarding
RE- This one-credit module prepares students to use computer applications in the classroom and in workplace activities by developing speed and accuracy through touch keyboarding. Students also develop familiarity with the keyboard's ten-key system and other common keyboard and mouse functions.

BIT 151 **1 credit**
Introduction to Computer Hardware
RE- This one-credit module prepares students to use computer applications in the classroom and in workplace activities by developing familiarity with computer hardware, software, and operating systems. Fundamental computer terminology is defined and students explore a variety of uses and types of personal computer systems.

BIT 152 **1 credit**
Windows Basics
RE- This one-credit module prepares students to use computer applications in the classroom and in workplace activities by introducing them to the Windows operating system, which is the most common operating system in both the home and business environment. Effective use of Windows assists students in using all Windows-based applications.

BIT 153 **1 credit**
Using the Internet
RE- This one-credit module prepares students to use the internet as a tool for communication and as an information resource. Students learn how to effectively use and organize e-mail, how to research topics using the web, and how to create simple websites using editor software.

BIT 154 **1 credit**
Beginning Word Processing
RE- This one-credit module prepares students to word process documents for the classroom and in the workplace. Students learn how to effectively create, format, and edit documents using toolbars, menus, and commands.

BIT 155 **1 credit**
Advanced Word Processing
RE- This one-credit module prepares students to utilize advanced word processing tools to be more efficient and to increase the functionality of their documents. Students learn how to incorporate macros and clip art into documents and to use management tools to create long documents.

BIT 156 **1 credit**
Beginning Spreadsheet
RE- This one-credit module prepares students to use a spreadsheet application in the classroom and in workplace activities. Students create and format worksheets and workbooks utilizing toolbars, menus, and commands.

BIT 157 **1 credit**
Advanced Spreadsheet
RE- This one-credit module prepares students to use the advanced functions of a spreadsheet application in the classroom and in workplace activities. The module includes the use of tools such as formulas, logical functions, data functions, and charting to enhance the preparation and presentation of information.

BIT 158 **1 credit**
Beginning Database
RE- This one-credit module prepares students to use a database application in the classroom and in workplace activities. Students will learn about the extensive uses of databases in the workplace. Using a wizard, they will learn to create and modify a database including tables, forms, and reports.

BIT 159 **1 credit**
Advanced Database
RE- This one-credit module prepares students to create and use a database application in workplace activities. Students will learn to develop macros, create menus, and manage complex data.

BIT 160 **1 credit**
Digital Imaging
RE- This one-credit course will prepare students to utilize basic digital imaging tools to acquire and manipulate photographic images and graphic elements. Students will learn basic imaging techniques, digitize and enhance photos, apply special effects, and prepare graphics for various computer-based applications.

BIT 161 **1 credit**
Vector Graphics
RE- This one-credit course will prepare students to utilize vector based drawing tools for the creation of digital graphics and illustration. Students will learn basic techniques while creating type effects, graphs, and illustrations for computer based applications.

BIT 162 **1 credit**
UNIX Basics
RE- This one-credit course enables students to work effectively within a UNIX operating system. Students investigate the UNIX file structure, create and edit files and directories, share and secure files among other users, and use a text-based editor to customize account configurations.

BIT 163 **1 credit**
Beginning PowerPoint
RE- This one-credit course will prepare students to use PowerPoint, a visual presentation tool, for classroom and workplace activities. Students will learn how to effectively create, format, and edit a presentation using toolbars, menus, and commands. **Prerequisite(s):** Completion of or co-enrollment in BIT 152 with a grade of 2.0 or higher.

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BIT 164 **1 credit**
Microsoft Outlook
RE- This one-credit course presents the basic concepts of Outlook. Students will learn how to work with the electronic address book, use email, manage email messages, and work with calendars while using Outlook as a desktop management tool and personal information manager. Students will also learn how to schedule meetings, create task reminders, keep notes, print Outlook information, and work with other Outlook data. **Prerequisite(s):** Completion or co-enrollment in BIT 152 with a grade of 2.0 or higher.

BIT 167 **1 credit**
Network Certification Preparation
RE- This course prepares students for success in passing industry- recognized certification exams in networking and the computer sciences. Students will be expected to have advanced knowledge of a particular subject area prior to entering this class. This class is intended to address any skill gaps and to give the students practice taking the relevant certification exam. **Prerequisite(s):** Completion of any BIT class with a grade of 2.0 or higher.

BIT 168 **4 credits**
Interactive Authoring
RE- Interactive content will be produced with an emphasis on the scripting languages of professional multimedia authoring tools. Rich immersive environments will be created with interface elements designed for specific user experiences and accessibility. Nonlinear narrative and interactive animation will be explored along with the management of digital content. Digital media projects will be implemented for multiple delivery systems including standalone applications and streaming content. **Prerequisite(s):** None.

BIT 175 **5 credits**
Interactive Multimedia for the Web
RE- This course involves developing interactive, web-based, multimedia applications. Students gain hands-on experience in rich internet application development using technologies like Flash, Silverlight, and AJAX. An emphasis is placed on working in teams to create effective user experiences within given technological limitations and design parameters. **Prerequisite(s):** Completion of BIT 113 with a grade of 2.0 or higher or instructor permission.

BIT 196 **1-5 credits**
BIT Individualized Project I
RE- Students will research and produce or perform a project in Business and Information Technology or an interdisciplinary topic emphasizing Business and Information Technology in some way. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

BIT 197 **1-5 credits**
BIT Work-Based Learning I
RE- The student will identify an opportunity for an unpaid internship or volunteer prospect that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes as well as defines the duration of the course and the credits to be granted upon successful completion. This course uses P/NP grading. **Prerequisite(s):** Instructor permission.

BIT 198 **1-5 credits**
Special Topics in BIT I
RE- The course permits an individual student or a class of students to investigate current and relevant topics in Business and Information Technology. The content, format, and delivery vary depending upon the topics and the quarter. **Prerequisite(s):** Instructor permission.

BIT 199 **1-5 credits**
Service Learning in BIT I
RE- Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. This course uses P/NP grading. **Prerequisite(s):** Instructor permission.

BIT 220 **5 credits**
Elements of Project Management
RE- This course will introduce the basics of project management. Topics include: defining the scope of the project, aligning goals with organizational strategic objectives, identifying milestones, securing resources, scheduling the project, and setting up controls. Best practices of running and documenting the project will be examined and there will be an introduction to the people side of project management. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher, or placement in ENGL 100.

BIT 225 **6 credits**
Server Operating Systems and Client Integration
RE- Network implementation, administration, and troubleshooting. Currently relevant information system server software and hardware are introduced in simple computing environments, such as a homogeneous LAN with one or more servers in a single location, including configuring file-sharing and print-sharing capabilities. Included are topics in resource management. **Prerequisite(s):** None

BIT 231 **5 credits**
Cisco 2
RE- In this introduction to WAN, students will learn the elements of routers and routing concepts. They will practice router configuration and software based router management. Both "user" and "privileged" mode operations are explored. Students will learn to troubleshoot routing problems resulting from topology changes and network growth. They will also learn to install and configure routing protocols. This course is the starting point for a case study that is threaded through the balance of the Cisco curriculum. **Prerequisite(s):** Completion of BIT 102 with a grade of 2.0 or higher.

BIT 232 **5 credits**
Cisco 3
RE- This course introduces the routing of major protocols other than TCP/IP. Monitoring of protocol operations on a router will be examined. Alternative methods for LAN segmentation bridges, routers, and switches will be analyzed and examined in depth. The benefits of various LAN segmentation approaches will be reviewed in the context of WAN design. **Prerequisite(s):** Completion of BIT 231 with a grade of 2.0 or higher.

BIT 233 **4 credits**
Cisco 4
RE- Students will examine and review the major WAN service choices: LAPB, Frame relay, ISDN, PPP, and others. Frame relay, PPP, and ISDN networking will be presented in detail. This course completes the threaded case study presented in the last three quarters of the Cisco curriculum. It will conclude with a comprehensive practical examination during which the students must draw on knowledge gained in the previous courses to establish and troubleshoot the equivalent of a worldwide WAN operation. **Prerequisite(s):** Completion of or co-enrollment in BIT 232 with a grade of 2.0 or higher.

BIT 235 **5 credits**
Network LAN/WAN Design
RE- Students will examine and review the major WAN service choices: LAPB, Frame relay, ISDN, PPP, and others. This course introduces the routing of major protocols other than TCP/IP. Monitoring of protocol operations on a router will be examined. Alternative methods for LAN segmentation bridges, routers, and switches will be analyzed and examined in depth. The benefits of various LAN segmentation approaches will be reviewed in the context of WAN design. **Prerequisite(s):** Completion of BIT 102 with a grade of 2.0 or higher.

BIT 240 **5 credits**
Infrastructure Services
RE- This course provides a review of the skills necessary to implement, manage, maintain, and troubleshoot a server network infrastructure using the most current server operating system. Students will demonstrate an understanding of the following critical network services: Routing and Remote Access, Domain Name System (DNS), Dynamic Host Control Protocol (DHCP), and IP Security (IPSec). They will learn to use current tools and techniques to define network security, and to utilize network monitoring, software update services, and network troubleshooting tools and techniques. **Prerequisite(s):** Completion of BIT 126 and BIT 225 with grades of 2.0 or higher.

BIT 243 **5 credits**
Enterprise Administration and Security
RE- Students will examine LAN and WAN server applications. The focus will be on the user experience as server application access crosses the enterprise LAN/WAN security boundaries. This course will explore networking and security issues in an enterprise computing environment, and provide students with the knowledge and skills to successfully plan, implement, and troubleshoot a Microsoft Windows Server 2003 Active Directory infrastructure. The course explores domain structure, Domain Name System (DNS), site topology and replication, Group Policy, and user/computer account strategies. **Prerequisite(s):** Completion of BIT 240 with a grade of 2.0 or higher.

BIT 250 **5 credits**
Information Systems Security
RE- This course is designed to provide a basic foundation in information security to individuals who are planning on entering the systems/network administration or software development industries. This course provides the necessary background in basic security concepts and overall security management for entry level into the workplace. Students will demonstrate a basic understanding of the primary areas of network security including, but not exclusively: threat analysis, organization policies/procedures/processes, firewalls, intrusion detection, forensics, and the network security review process. **Prerequisite(s):** Completion of BIT 102 with a grade of 2.0 or higher.

BIT 265 **5 credits**
Structures and Algorithms
E, Q- This course teaches the students about the design and analysis of algorithms. Students learn about big O notation, trees, tables, graphs, hashing, and methods of sorting and searching. **Prerequisite(s):** Completion of BIT 143 with a grade of 2.0 or higher.

BIT 275 **5 credits**
Database Design
E- Students learn the basics of the planning and design of relational databases and the use of the Structured Query Language (SQL). Students gain hands-on experience in implementing database solutions based on criteria obtained during client-programmer role-playing exercises. Topics of study include information design, data tables, and the forming of complex queries as well as implementation planning. **Prerequisite(s):** Co-enrollment with or completion of BIT 158 and BIT 159 with grades of 2.0 or higher, or instructor permission.

BIT 276 **5 credits**
Database Implementation
RE- This course explores details of the database implementation process including developing logical and physical data models, creating advance queries, writing stored procedures, and database connectivity. Students plan and implement relational database designs based on client objectives within a team setting. Emphasis is given to safeguarding database information from unauthorized access. **Prerequisite(s):** Co-enrollment with or completion of BIT 275 with a grade of 2.0 or higher, or instructor permission.

BIT 280 **5 credits**
Web Server Administration
RE- Students learn the set-up and administration of web servers. Practical experience is gained in building web servers, troubleshooting connections, and securing and managing services. Students investigate current web and database server technologies, install and configure servers on multiple operating systems, and research different commercial hosting options. **Prerequisite(s):** Co-enrollment or completion of BIT 112 with a grade of 2.0 or higher, or instructor permission.

BIT 285 **5 credits**
Application Programming
RE- Students learn to create applications that augment the functionality of web-serving environments. Topics of object-oriented program design and code reusability are examined. Practical, hands-on experience is gained as the students work with other web master classes to create useful scripts such as Java and ASP. **Prerequisite(s):** Completion of BIT 112 with a grade of 2.0 or higher, and completion of either BIT 142 or BIT 255 with a grade of 2.0 or higher.

BIT 286 **5 credits**
Web Applications
RE- Students gain practical experience in designing and managing E-Business web applications as they work in teams to create database-driven websites. Topics of study will include utilization of .NET and/or JSEE framework via C# and/or Java, advanced database integration with SQL stored procedures, server-side scripting, and server security. Special attention will also be paid to managing commercial transactions in a secure manner. Students will work in teams and with outside sources to implement their final E-Business solutions. **Prerequisite(s):** Completion of BIT 285 or BIT 260 with a grade of 2.0 or higher, or instructor permission.

BIT 296 **1-5 credits**
BIT Individualized Project II
RE- Students will research and produce or perform a project in Business and Information Technology or an interdisciplinary topic emphasizing Business and Information Technology in some way. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

BIT 297 **1-5 credits**
BIT Work-Based Learning II
RE- The student will identify a paid internship or related employment opportunity that matches both the outcomes of the student's program and their interests. This course is normally taken in the final year of a program and should give the student experience that will assist them to find appropriate employment. Together with an instructor, the student will complete a written contract that specifies the learning outcomes as well as defines the duration of the course and the credits to be granted upon successful completion. This course uses P/NP grading. **Prerequisite(s):** Instructor permission.

BIT 298 **1-5 credits**
Special Topics in BIT II
RE- The course permits an individual student or a class of students to investigate current and relevant topics in Business and Information Technology. The content, format, and delivery vary depending upon the topics and the quarter. **Prerequisite(s):** Instructor permission.

BIT 299 **1-5 credits**
Service Learning in BIT II
RE- Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. This course uses P/NP grading. **Prerequisite(s):** Instructor permission.

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CHEMISTRY

CHEM& 105 **5 credits**
Chemical Concepts
GS, NS- The planet, our environment, our products, our health, and heredity all have chemistry underlying the dynamics of change. In this course, students will learn and understand the language of chemistry, the chemical concepts that drive change in key areas of interest and need for our domestic and global societies, and how the scientific method is applied. Concepts will be applied to current topics such as the chemistry of air, water, climate change, energy, formulation of consumer products and technological materials, and essentials of biochemistry. This course is designed for students with little or no chemistry background, and it may not be used as a prerequisite to other CHEM courses. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement into ENGL& 101; and completion of MATH 085 with a grade of 2.0 or higher or placement into MATH 095.

CHEM& 121 **5 credits**
Introduction to Chemistry
NS- From consumer products to space age technologies, chemistry affects our daily lives. In this course, students will learn the structure of matter and how it behaves under various conditions in order to better understand the chemical world. Designed for students with little or no chemistry background, this course can stand alone or be followed by CHEM& 131; not intended for students continuing to CHEM& 161. Laboratory activities extend lecture concepts and introduce the student to the experimental process. **Prerequisite(s):** Completion of MATH 095 or above with a grade of 2.0 or higher. (LAB)

CHEM& 131 **5 credits**
Introduction to Organic Chemistry and Biochemistry
NS- An entire field of chemistry is dedicated to the unique bonding characteristics and properties of compounds of carbon. Students will learn the structure, properties, and reactions of various organic compounds, including hydrocarbons, alcohols, aldehydes, ketones, carboxylic acids, and amines. Students will use this information as foundation for examining complex compounds found in living systems: carbohydrates, lipids, proteins, and nucleic acids. Laboratory activities extend lecture concepts and introduce the student to analysis and separation techniques. **Prerequisite(s):** Completion of CHEM& 121 or CHEM& 161 with a grade of 2.0 or higher. (LAB)

CHEM& 139 **5 credits**
General Chemistry Preparation
NS- This course is designed for students who need to enroll in the general chemistry sequence who have little or no prior experience in chemistry. Students will learn the symbolism and language of chemistry, quantitative relationships that are practiced in general chemistry, and techniques of quantitative and collaborative problem solving. Satisfies the chemistry prerequisite for CHEM& 161. Although laboratory concepts are introduced, this course does not satisfy a laboratory science requirement. **NOTE:** This course is intended for students planning to enroll in the CHEM& 161, CHEM& 162, CHEM& 163 sequence. **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher.

CHEM& 161 **6 credits**
General Chemistry with Lab I
NS- In this first in a three-quarter sequence for science and engineering majors, students explore structure and behavior of matter, chemical and physical properties and processes, mass and energy relationships, and history in chemistry to understand the scientific method. Laboratory extends content, emphasizes safety and critical thinking about experimental uncertainty. **Prerequisite(s):** Completion of CHEM& 139 with a grade of 2.0 or higher or one year of high school chemistry; and completion of MATH& 141 or MATH 147 with a grade of 2.0 or higher. (LAB)

CHEM& 162 **6 credits**
General Chemistry with Lab II
NS- In this second in a three-quarter sequence for science and engineering majors, students explore bonding, molecular shapes, intermolecular forces, and the behaviors of solids, liquids, gases, and solutions. Entropy and free energy are used to understand spontaneous chemical processes. Laboratory extends content, emphasizing critical thinking and safety. **Prerequisite(s):** Completion of CHEM& 161 with a grade of 2.0 or higher. (LAB)

CHEM& 163 **6 credits**
General Chemistry with Lab III
NS- In this third in a three-quarter sequence for science and engineering majors, students use equilibrium, kinetics, and thermodynamics with applications in acid-base chemistry and electrochemical cells. Concepts and applications in nuclear and biochemistry are introduced. Laboratory extends content, emphasizing experimental design, analysis, project activity, communication of results, and safety. **Prerequisite(s):** Completion of CHEM& 162 with a grade of 2.0 or higher. (LAB)

CHEM& 241 **4 credits**
Organic Chemistry I
NS- This course is an introduction to the chemistry of carbon-containing compounds for students taking three quarters of organic chemistry. Students will learn the identification, structure, and properties of the main types of organic compounds. Students will also develop an understanding of the chemical reactivity of hydrocarbons and alkyl halides using mechanistic approaches. **Prerequisite(s):** Completion of CHEM& 163 with a grade of 2.0 or higher.

CHEM& 242 **4 credits**
Organic Chemistry II
NS- This is the second course for students planning to take three quarters of organic chemistry. Students develop a greater understanding of organic structure and transformation, especially of aromatic and carbonyl compounds. Concurrent enrollment in the lab component is required. **Prerequisite(s):** Completion of CHEM& 241 with a grade of 2.0 or higher; and co-enrollment in CHEM 254.

CHEM& 243 **4 credits**
Organic Chemistry III
NS- This is the third course for students planning to take three quarters of organic chemistry. Students use a mechanistic approach to understanding and predicting transformations of carboxylic acids, amines, carbohydrates, lipids, proteins, and nucleic acids. Concurrent enrollment in the lab component is required. **Prerequisite(s):** Completion of CHEM& 242 and CHEM 254 with grades of 2.0 or higher; and co-enrollment in CHEM 255.

CHEM 254 **3 credits**
Organic Chemistry Lab A
NS- This course introduces the student to the theory and practice of standard organic laboratory techniques, including preparation, purification, and analysis of representative compounds. Laboratory activities illustrate lecture concepts and must be taken concurrently with CHEM& 242. **Prerequisite(s):** Completion of CHEM& 241 with a grade of 2.0 or higher; and co-enrollment in CHEM& 242. (LAB)

CHEM 255 **3 credits**
Organic Chemistry Lab B
NS- This course is a continuation of CHEM 254 in which students perform advanced organic reactions and identify unknown compounds. Laboratory activities illustrate lecture concepts and must be taken concurrently with CHEM& 243. **Prerequisite(s):** Completion of CHEM& 242 and CHEM 254 with grades of 2.0 or higher; and co-enrollment in CHEM& 243. (LAB)

CHINESE

CHIN& 121 **5 credits**
Chinese I
H- In this course students begin to communicate in Mandarin Chinese by acquiring basic vocabulary and skills in grammar, pronunciation, and the Pinyin (Romanized) writing system. Students also begin to develop an understanding of the culture, art, music, and literature of the Chinese-speaking world. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

CHIN& 122 **5 credits**
Chinese II
H- In this course continuing the work of CHIN& 121, students improve their communication abilities in Mandarin Chinese by expanding their vocabulary and grammar and pronunciation skills. Students also increase their understanding of Chinese cultures and communication behaviors. **Prerequisite(s):** Completion of CHIN& 121 with a grade of 2.0 or higher or placement into CHIN& 122.

CHIN& 123 **5 credits**
Chinese III
H- In this course continuing the work of CHIN& 122, students further improve their communication abilities in Mandarin Chinese by expanding their vocabulary and grammar and pronunciation skills. Students continue to increase their understanding of Chinese cultures and communication behaviors. **Prerequisite(s):** Completion of CHIN& 122 with a grade of 2.0 or higher or placement into CHIN& 123.

CINEMA

CINEM 201 **5 credits**
The American Cinema
H- Students learn about American cinema by watching and analyzing films. Students use knowledge of production from historical, commercial, scientific, cultural, and artistic perspectives to interpret and analyze movies. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CINEM 211 **5 credits**
World Cinema
CKR, GS, H- In this course, students learn about world cinema by watching and analyzing films. Students use the knowledge of production from historical, commercial, political, cultural, and artistic perspectives to interpret and analyze films. Students will write formal and informal essays in response to the films viewed and learn about diverse conditions and global systems as they relate to world cinema. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

COLLEGE SUCCESS

COLL 100 **5 credits**
Study Strategies
RE- Success in college is the theme and content of this course. This focused course that introduces learners to the study skills, attitudes, and coping strategies that lead to success in college. This course must be taken within the first 30 credits earned at Cascadia Community College. **Prerequisite(s):** Co-enrollment with ENGL 090 or MATH 095.

COLL 101 **3 credits**
College Strategies
RE- Success in college is the theme of this course. College 101 will introduce students to Cascadia's learning model and set them up for academic success in college. This course will introduce students to the culture of higher education and to particular ways of knowing and reasoning within the academic disciplines. Participation will sharpen students' critical thinking skills, enhance their active learning strategies, improve their written and oral communication, and enable them to interact effectively in groups. In addition, College 101 will connect students to the variety of resources available at Cascadia. This course may be linked with another content course in order to integrate these skills within a disciplinary context. **NOTE:** Students are expected to take this course within the first 30 credits earned at Cascadia Community College. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

COLL 120 **3 credits**
Assessment of Prior Learning
Students in this course will learn to gather and assess evidence that documents, through the ePortfolio, college-level learning experiences gained outside of the traditional classroom. In doing so, they will acquire the analytical skills needed to organize and synthesize outside learning and will be able to identify significant experiences, demonstrate this learning, and compose self-reflective narratives documenting learning, knowledge, and skills. Learners then meet for subject specific consultation with discipline experts who evaluate course equivalencies. Credits are variable and cannot compose more than 15 credits of the Associate degree. Learners without computer experience are encouraged to co-enroll in appropriate computer applications courses. Credit may not be granted for both COLL 110 and COLL 120.

COMMUNICATIONS STUDIES

CMST& 101 **5 credits**
Introduction to Communication
H- Students will improve their ability to communicate informally and formally at home, work, and school by applying communication principles learned in the course. Students will also learn to deliver effective short formal speeches based on individual research and personal experience. Students will practice communication abilities in conflict resolution, social perception, listening, and nonverbal communication. Emphasis on presentational skills within a small group or public setting is also stressed in the course. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CMST 105 **5 credits**
Communication in Organizations
H- Students will explore the theory and practice of individual and group communication skills and strategies in organizations, such as professionalism, presentational speaking, teamwork, and collaborative problem-solving and decision-making. Emphasis is placed on developing and maintaining competencies in interpersonal, group, and organizational communication. Students will also work in collaboration with organizations on and/or off campus. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CMST 150 **5 credits**
Multicultural Communication
CKR, H- This course introduces students to the dynamics of both inequality and cultural difference in the United States by examining issues such as race, class, and gender. Students learn how to locate themselves within a local and national context. Moreover, students deepen their abilities to interact with various cultural settings utilizing a variety of communication strategies and techniques, while evaluating the influence of culture on communication.

CMST 203 **5 credits**
Media in United States Society
CKR, H- In this course, students become better consumers of information through an understanding of the media's history and cultural, economic, and social impacts. Students will learn how the internet, television, radio, film, and print media affect private and public life. They will be able to critically analyze the news and information flowing around them. Students will explore the legal, ethical, economic, and commercial dimensions of mass communications, including First Amendment issues and career possibilities. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

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CMST& 210 **5 credits**
Interpersonal Communication
H- In this course, students explore, analyze, and apply practical communication techniques and skills for developing and maintaining healthy family, friend, romantic, work, and leadership relationships. Students will examine and apply interpersonal communication theoretical models and skills emphasizing personal identity and communication behaviors in diverse environments, relationship development, and conflict management competency. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or placement by testing in ENGL& 101.

CMST 211 **5 credits**
Journalism/Media Writing
H- Explore the world of media studies. The media writing course introduces students to journalism through the various stages of news writing in different forms of media. Students will be involved in a workshop style course that focuses on gathering information, interviewing, and writing for a variety of audiences. Participants should expect to be actively writing and researching stories in and out of class. The course also includes discussions and examinations of media topics and issues of ethics as they happen by viewing television news, reading local and national newspapers, and viewing online news sources. Students will work with current news events and operate in a hands-on environment to gather and write their own news stories. Attention to revising, editing, and proofreading is also included with a focus on Associated Press standards. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CMST& 220 **5 credits**
Public Speaking
GS, H- In this course, students learn to analyze audience and purpose in order to choose topics, organize, develop, and deliver various styles of public and presentational speeches on local and global issues. Students will prepare and practice speeches that are recorded for evaluation and improvement throughout the course. Students will also gain critical listening skills and persuasive abilities. **Prerequisite(s):** Completion of ENGL100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CMST& 230 **5 credits**
Small Group Communication-Leadership Dynamics
H- This course helps students improve their ability to communicate in a wide variety of group situations at home, work, and school. Students will be able to analyze their own and others' communication effectiveness and to apply problem-solving and conflict resolution techniques. Students will work in simulated committees, project groups, research teams, fishbowls, and other group settings to practice and evaluate their skills in communication. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CMST 233 **5 credits**
Media in a Global Context
CKR, GS, H- In this course, students become better consumers of information through an understanding of specific global media systems and their affects on both private and public life. Students will be able to critically analyze the news and information flowing through specific media technologies and services through particular global perspectives. Moreover, students will compare and contrast U.S. media systems with those media systems from other cultures/countries by examining legal, ethical, economic, and commercial dimensions of mass communication. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CMST 250 **5 credits**
Media Law and Ethics
H- The internet raises difficult ethical and legal questions about privacy, freedom of speech, access to information, rights and responsibilities of users, and so on. In this course, students will learn to examine and analyze complex legal and ethical situations on the internet and in other mass media in order to be better consumers of media information. To do so, they will study models for ethical decision-making and the history and process of media law. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

CMST 251 **5 credits**
Intercultural Communication
CKR, GS, H- Students identify the effects of culture on communication in the global context, by investigating underlying values, rules, and worldviews of different international cultures. They explore culture-specific verbal and nonverbal communication patterns, and conflict negotiation strategies. Students learn key issues of cultural influence on communication interaction in specific settings within the global context, such as business and education, and will practice and create communication strategies for intercultural communication competence. **Prerequisite(s):** Completion of ENGL100 with grade of 2.0 or higher or placement by testing in ENGL& 101.

CONTINUING DEVELOPMENT

CDEV 101 **2 credits**
Dependable Strengths
The Dependable Strengths Articulation Process teaches students to learn from successes and discover Good Experiences through which each person recognizes his or her strengths. It helps students increase self-esteem, motivation to achieve, and ability to articulate strengths to potential employers.

CDEV 102 **2 credits**
Employment Skills
Employment Skills will review and give students the opportunity to practice the skills necessary to find and retain a job. These skills include work ethics, communication, interpersonal skills, time management, independence, and critical thinking.

CDEV 103 **2 credits**
Job Search Skills
Job Search Skills will help students market themselves to potential employers through analyzing skills and abilities, identifying and using labor market resources, networking, creating resumes and cover letters, and practicing interview techniques. Beginning skills in Microsoft Word and the internet recommended.

DRAMA

DRMA& 101 **5 credits**
Introduction to Theatre
H- An introduction to the examination and experience of theater art form through performance and design elements such as play analysis, acting, directing, critique, stage and lighting design, etc. **Prerequisite(s):** None

DRMA 151 **5 credits**
Introduction to Acting
HP- This course focuses on the theory and practice of the fundamentals of acting primarily through monologue study. Students learn techniques to strengthen vocal, physical, and emotional awareness and response while studying the foundational theories of acting. They particularly develop a deep understanding of the elements of characterization in relation to cultural, historical, and economic background. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

DRMA 152 **5 credits**
Acting - Scene Study
HP- Continued study in the theory and practice of acting through monologue and scene work. The course will include script analysis, improvisation, voice work, movement for the actor; understanding space and relationship. We will explore other methods of acting, e.g. Meisner, Adler, Waungh, Suzuki. **Prerequisite(s):** Completion of DRMA 151 with a grade of 2.0 or higher.

DRMA 153 **5 credits**
Performance Production
HP- This course provides hands on, practical experience in performance. The class will culminate in a public performance. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101; and instructor permission (by audition).

ECONOMICS

ECON& 201 **5 credits**

Microeconomics

GS, Q, SS- This course examines the market system and the role of government in the economy. Students learn to analyze resource and income distribution, assess consumer and business behavior, and evaluate price determination and production cost. They will also be able to identify the economic and socio-political forces that impact consumer demand, business production, and exchange within both domestic and international markets. **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or placement by testing into MATH& 141 or MATH 147; and placement into ENGL& 101.

ECON& 202 **5 credits**

Macroeconomics

GS, SS- This course examines the national economy as a complex system of constituent parts. Students will learn to apply economic theory and acquire the tools to evaluate current economic issues as well as the causes and consequences of macroeconomic variables such as GDP, unemployment, business cycles, inflation, income distribution, economic growth, and development. Students will explore the interconnectedness between economic and socio-political issues as well as the important link between economic and political power and its influence on the processes and consequences of economic growth and development, including income distribution, welfare, equity, and environmental sustainability. **Prerequisite(s):** Completion of ECON& 201 with a grade of 2.0 or higher.

ECON 220 **5 credits**

Economics of Energy

GS, SS- This course examines energy issues that pertain to the environment, applying economics to issues of energy markets, environmental impacts, investment in renewables, and other energy issues such as transportation and conservation. Students will review the economics behind particular energy-related issues and then apply that knowledge by analyzing related articles and domestic and international case studies. **Prerequisite(s):** Completion of ECON& 201 or MATH 095 with a grade of 2.0 or higher or placement by testing into MATH& 141 or MATH 147; and completion of ENGL 100 with a grade of 2.0 or higher or placement into ENGL& 101.

ECON 250 **5 credits**

Introduction to the Global Economic Environment

CKR, GS, SS- Modern business has no borders. The globalization of the world economy demands more than strong business skills; it also requires an in-depth understanding of international political, economic, environmental, and social issues, as well as a genuine appreciation of cultural differences. This course introduces students to this challenging environment and gives them the opportunity to explore current issues in global economics and management such as global trade, employment, global production, and marketing. **Prerequisite(s):** Completion of ECON& 201 with a grade of 2.0 or higher.

EDUCATION

EDUC 102 **5 credits**

Field Experience in Education

This course is designed to be an introduction to the teaching profession through an intensive internship experience, with a lecture/discussion component. It includes both theoretical and practical aspects of learning and teaching. Students will have an opportunity to assess their own interest in teaching as a career, gain an overview of issues that affect teachers from preschool through high school, and have the opportunity to interrogate their prior beliefs and assumptions about education. **Prerequisite(s):** None.

EDUC& 202 **5 credits**

Introduction to Education

SS- In this course students will explore the aims of education and the organization and structure of the teaching profession. Students will learn about the historical and philosophical foundations of education (primarily but not entirely from a North American perspective). We will analyze current trends in education to provide background on issues that affect today's teachers from preschool through high school. This course will require 15 hours of field experience in elementary education settings and will require a background check. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100, and completion of COLL 100 or COLL 101 with a grade of 2.0 or higher.

ENGINEERING

ENGR& 214 **5 credits**

Statics

NS- Students will analyze forces acting on particles and rigid bodies in equilibrium. Topics will include force and moment resultants, free body diagrams, internal forces, friction, centroids, and moment of inertia. Emphasis will be placed on real-world application and technology will be integrated throughout the course. A graphing calculator is required. **Prerequisite(s):** Completion of PHYS& 221 with a grade of 2.0 or higher; and co-enrollment in or completion of MATH& 163 with a grade of 2.0 or higher.

ENGR& 215 **5 credits**

Dynamics

NS- Students will analyze kinematics of particles, systems of particles, and rigid bodies; moving reference frames; dynamics of particles, systems of particles, and rigid bodies; equilibrium, energy, linear momentum, and angular momentum. Emphasis will be placed on real-world applications and technology will be integrated throughout the course. A graphing calculator is required. **Prerequisite(s):** Completion of ENGR& 214 with grade of 2.0 or higher.

ENGR& 225 **5 credits**

Mechanics of Materials

NS- Students will analyze the basic theories of stress and strain and their application to the properties and behavior of engineering materials. They will develop an understanding of the subject through an examination of how specific geometry and loads, intrinsic material properties, and the fundamental constitutive relations governing material behavior in general can be used to predict how materials react to loads. Students will explore this behavior by modeling it in the context of realistic situations. Further, they will examine modes of material failure and learn strategies useful in predicting and preventing it. Technology will be integrated throughout the course, and a graphing calculator is required. **Prerequisite(s):** Completion of ENGR& 214 with grade of 2.0 or higher.

ENGLISH

ENGL 080 **5 credits**

Exploring College Reading and Writing

This course exposes students to strategies for reading, thinking, speaking, and writing critically in college courses. The course will introduce the full length essay and emphasize the construction of sentences and paragraphs. Through reading and writing assignments, students will improve their vocabulary, grammar, and reading comprehension and learn new techniques to improve their communication skills. **Prerequisite(s):** Completion of EFUND 040 with a grade of 2.0 or higher, or placement by testing in ENGL 080.

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ENGL 090 **5 credits**
College Culture and Thought
Students in this class will learn how areas of knowledge are organized in college and how the thinking and language in each is unique. Learners improve their abilities to read, write, ask questions, gather and evaluate information, and think and solve problems at a college level. As a result of taking this course, students will be able to use an understanding of their learning strengths and interests to make good decisions in their college career. **NOTE:** This class may be offered in combination with COLL 100. **Prerequisite(s):** Completion of ENGL 080 with a grade of 2.0 or higher or placement by testing into ENGL 090.

ENGL 100 **5 credits**
College Reading and Writing
RE- This course prepares students for success in college reading and writing assignments and activities. In the course, students will learn to read, comprehend, and analyze many types of material. Students will develop a personalized writing process and apply it to essays and other assignments that reflect academic standards of organization, correctness, and sophistication. In addition, they will learn to find, interpret, and analyze information to use in their writing. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ENGL& 101 **5 credits**
English Composition I
This course helps students learn how to make judgments and decisions about their own and others' communication, especially in college writing. They will practice reading a wide array of texts, developing strategies for interpreting, responding to, and making use of these texts in their own writing. They will develop and use a personalized process to write essays and other products and performances that achieve identified purposes for identified audiences; a central focus of this practice is the production of original texts that are substantive and clearly organized and that achieve appropriate levels of correctness. This class is organized around a theme chosen by the instructor. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

ENGL& 101T **5 credits**
English Composition for Technical Writers
Equivalent to ENGL& 101, this course helps students with an interest in technical fields learn how to make judgments and decisions about their own and others' communication. They will practice reading texts produced in their field of interest, developing strategies for interpreting, responding to, and making use of these texts in specific writing situations. They will develop and use a personalized process to produce correspondence, reports, reviews, documentation and other specified genres that achieve identified purposes for identified audiences; a central focus of this practice is the production of original texts that are substantive and clearly organized and that achieve appropriate levels of correctness. This class is organized around a set of work-based scenarios established by the instructor. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

ENGL& 102 **5 credits**
Composition II
Students learn how to develop ideas to guide research, to gather information from the library, internet, experts and other sources, and to judge the quality of the information. They learn to use ideas from sources as evidence in essays and longer research projects, developing a more sophisticated approach to using sources to achieve identified purposes for identified audiences. Students continue ENGL& 101's emphasis on developing well-organized, thoughtful essays. This class is organized around a theme chosen by the instructor. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL& 111 **5 credits**
Introduction to Literature
H- This introductory literature course grows out of our assumption that fiction, poetry, drama, non-fiction, and film help give voice to the human experience while giving poetic shape and meaning to our lives. Students will learn and practice skills for exploring and appreciating the meaning and effects of literature while at the same time encountering and interpreting texts' relationships to their historical and cultural contexts. Class discussions and written essays will help students discover, express, and publish their own thoughts and learning about literature. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0.

ENGL& 114 **5 credits**
Introduction to Drama
H- Students learn about world drama (with a focus on Western dramatic traditions) throughout history by reading plays from ancient to contemporary times. Students will be able to analyze works of drama using the historical, political, cultural, and social context as well as the elements of dramatic literature and presentation. **Prerequisite(s):** Co-enrollment or completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

ENGL 221 **5 credits**
World Literature and Cinema
CKR, GS, H- Students learn about literature and cinema by reading fiction and dramas and analyzing cinematic adaptations. Students study the basic approach to literary and cinema analysis, and scrutinize how writers and directors employ individual narrative techniques and devices to achieve artistic ends. Students read novels, short stories and plays, view cinematic adaptations, debate the similarities and differences between narratives in different genres, and write formal and informal essays in response to the readings and cinematic adaptations. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL& 235 **5 credits**
Technical Writing
H- In this course, students develop the ability to compose and format clearly for a variety of professional and technical audiences. They learn how to research, organize, design, and revise proposals, reports, user guides, and other written products for a business/ technical environment. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL& 244 **5 credits**
U.S. Literature I
H- Students explore the stories, images, and meanings in literary works from a range of U.S. cultures and historical periods. Students will discover both universal and vastly different aspects of the human experience across time and place. They also learn to analyze fiction, poetry, drama, non-fiction and/or film using literary elements and cultural-historical context. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL& 245 **5 credits**
U.S. Literature II
H- In this course, students explore literature from around the United States and across its history as it relates to a special theme or topic. Through fiction, poetry, drama, non-fiction, and/or film related to the course's theme, students learn to read and analyze literature based on its elements and cultural-historical context. The thematic focus is chosen by the instructor; course syllabus for each quarter will list themes. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL& 254 **5 credits**
World Literature I
CKR, GS, H- Students explore the stories, images, and meanings in literary works from a range of world cultures and times. In reading an array of world literature, students will discover both universal and diverse elements of the human experience across time and place. They also learn to analyze fiction, poetry, drama, non-fiction, and/or film using literary elements and cultural-historical context. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL& 255 **5 credits**
World Literature II
CKR, GS, H- Students explore early modern, modern, and post-modern stories, images, and meanings in literary works from a range of world cultures. In reading an array of world literature, students will discover both universal and diverse elements of the human experience since 1650 (though some texts written earlier may be included). They also learn to analyze fiction, poetry, drama, non-fiction, and/or film using cultural-historical context and literary elements. The course may focus on a theme chosen by the instructor. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL 271 **5 credits**
Intermediate Composition
H- In this class students build on writing abilities gained in ENGL& 101 by further developing various strategies to compose longer expository essays. Students will refine their individual writing processes while improving their ability to express ideas cogently and with style. This class may be organized around a theme chosen by the instructor. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL 274 **5 credits**
Writing Poetry
H- This course helps students learn how to make judgments and decisions about their own and others' poetry, especially as it develops their own poetry practice. They will read a wide variety of poetry and critical/theoretical texts to gain an understanding of poetic perspectives and the role of poetry in different cultures and their own lives. Students learn about imitation, sound, the poetic line, given forms, rhythm and meter, diction, tone and voice, imagery and metaphor, revision, and other concepts of poetry writing. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL 277 **5 credits**
Introduction to Fiction Writing
H- Students choose to focus on writing the short story or novel and learn to make decisions about their own and others' fiction, especially as it develops individual writing practices. The course emphasizes exploring a variety of literary elements and taking a narrative from start to finish. Students read a wide range of short stories and novels by multicultural writers to understand more clearly how different writers employ specific techniques, and to understand the role of fiction in different cultures and their own lives. Students "workshop" their stories and provide weekly critiques of their classmates' stories and novel excerpts. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGL 279 **5 credits**
Writing for Digital, Film, and TV Arts
H- Students will be introduced to the narrative structure and elements of storytelling as used in film, video, gaming, and educational media. Our process will build upon the three act film screenplay. Alternative forms will be explored with a dual emphasis on shared elements and idiosyncratic form-based challenges and expectations. Learning will integrate the literary forms with commercial expectations while developing an understanding of how to produce scripts that are emotionally fulfilling, creative, and profitable. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

ENGLISH FOUNDATIONS

ABE 001 **.5-1 credit**
EFUND/MFUND/GED Educational Interview
This EFUND/MFUND/GED Prep orientation course introduces new students to Cascadia Community College, provides intake assessment, determines program placement, and begins each student's educational planning process. New students must complete this class prior to enrollment in EFUND/MFUND/GED Prep classes. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate.

ABEVN 030 **1-10 credits**
English Fundamentals 3- Office Skills
Learners develop English skills for business communication. Students will learn English through a variety of workplace contexts including presentations and communication skills for an office environment. **NOTE:** Credits for this course are not transferable. **Prerequisite(s):** Successful completion of ABEVN 020 or placement by testing in ABEVN 030.

ABEVN 040 **1-10 credits**
English Fundamentals 4- Office Skills
Learners develop English skills for business communication. Students will learn English through a variety of workplace contexts including presentations and communication skills for an office environment. **NOTE:** Credits for this course are not transferable. **Prerequisite(s):** Successful completion of ABEVN 030 or placement by testing in ABEVN 040.

EFUND 010 **1-10 credits**
English Fundamentals 1
This course introduces basic communication concepts. Exit goals are knowledge of the alphabet, making corrections when reading aloud, sight recognition of survival words, and recognition of main ideas from read text or listening. Expressional goals are forming letters and numbers from memory, capitalization of "I", copying correctly, and writing own name and address and simple sentences. Life applications include applying ideas from read material to life, completing simple forms, and taking phone messages. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Placement by testing in EFUND 010.

EFUND 020 **1-10 credits**
English Fundamentals 2
This course builds basic communication concepts. Exit goals for information intake are reading/listening for a purpose, analyzing input for meaning, and using new knowledge to build on and link to existing knowledge. Expressional goals are clarity in oral communication and writing for family needs, jobs, and community roles. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of EFUND 010 or placement by testing in EFUND 020.

EFUND 030 **1-10 credits**
English Fundamentals 3
Students learn reading/listening for a purpose, reading independently on a regular basis, distinguishing between fact and opinion, analyzing paragraphs for meaning, and using new knowledge to assist in goal setting. Students also learn about clarity and appropriate form in oral communication, writing for a variety of life situations, and using technology to communicate. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of EFUND 020 or placement by testing in EFUND 030.

EFUND 036 **5 credits**
English Fundamentals 3 and Medical Terminology
Learners develop English language skills through the study of basic medical terminology. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of EFUND 020 or placement by testing in EFUND 030.

EFUND 040 **1-10 credits**
English Fundamentals 4
Learners determine purpose in reading/listening, reflect on underlying meaning, and integrating new knowledge with prior knowledge. They also learn about the writing process with attention to detail and write longer, connected documents. Technology will be integrated. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of EFUND 030 or placement by testing in EFUND 040.

EFUND 046 **5 credits**
English Fundamentals 4 and Medical Terminology
Learners develop English language skills through the study of basic medical terminology. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of EFUND 030 or placement by testing in EFUND 040.

EFUND 050 **1-10 credits**
English Fundamentals 5 (GED)
This course begins preparation for taking the GED examination. Learners determine purpose across disciplines in reading, analyze for concrete and abstract meaning, improve vocabulary, and practice reading. Learners write essays, and recognize and fix grammatical and construction errors. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Placement by testing in EFUND 050.

EFUND 060 **1-10 credits**
English Fundamentals 6 (GED)
This course prepares learners for taking their GED examination. Learners read for understanding across the disciplines, analyze for concrete and abstract meaning, improve vocabulary, and read under timed circumstances. Learners write essays, and recognize and fix grammatical and construction errors. Study and test taking strategies are also developed. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Placement by testing in EFUND 060.

ENGLISH AS A SECOND LANGUAGE

ESL 001 **.5-1 credit**
ESL Educational Interview
This ESL orientation course introduces new students to Cascadia Community College, provides intake assessment, determines program placement, and begins each student's educational planning process. New students must attend this class prior to enrollment in ESL classes. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate.

ESL 010 **1-15 credits**
ESL Communication 1
This course introduces basic English communication concepts. Exit goals are knowledge of the alphabet and numeric symbols, copying information into simple forms, sight and hearing recognition of survival words, and responding to verbal yes/no questions. Expressional goals are forming letters and numbers from memory, copying correctly, and writing own name and address and writing simple sentences. Applications include applying ideas from read and spoken material to daily life, completing simple forms and responding to warning words like "poison," "stop," etc. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Placement by testing in ESL 010.

ESL 020 **1-15 credits**
ESL Communication 2
ESL students progress from survival level to increasing flexibility in an English-speaking environment. Learners read, listen, and respond to simple written requests and "w" questions. Students learn to use present, present progressive and future tenses, and accurately write simple words, which follow regular spelling conventions of English. Practical skills include time, simple directions and schedules, signs and maps, and vocabulary and phrases. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 010 or placement by testing in ESL 020.

ESL 030 **1-15 credits**
ESL Communication 3
Learners build listening, reading, writing, and speaking abilities. They will develop clarity and appropriate form in speaking and writing for a variety of life situations. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 020 or placement by testing in ESL 030.

ESL 032 **1-15 credits**
ESL Communication 3 - Reading and Writing
This course introduces high-beginning English communication skills. Students will learn to communicate through reading, and writing a range of common situations encountered at home, at work, and in the community. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 020 or placement by testing into ESL 030.

ESL 034 **1-15 credits**
ESL Communication 3 - Speaking and Listening
This course introduces high beginning English speaking and listening skills for communication. Students will learn to speak and listen in a range of common situations encountered at home, at work, and in the community. Credits for this course are non-transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 020 or placement by testing in ESL 030.

ESL 040 **1-15 credits**
ESL Communication 4
Learners will determine purpose in reading/listening and comprehension, adjust their reading strategies, analyze underlying meaning, and integrate new knowledge with prior knowledge. Also refine writing processes with attention to detail and develop the ability to write longer, connected documents. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 030 or placement by testing in ESL 040.

ESL 042 **1-15 credits**
ESL Communication 4 - Reading and Writing
This course introduces intermediate English communication skills. Students will learn to communicate through reading, and writing a range of common situations encountered at home, at work, and in the community. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 030 or placement by testing into ESL 040.

ESL 044 **1-15 credits**
ESL Communication 4 - Speaking and Listening
This course introduces low intermediate English speaking and listening skills for communication. Students will learn to speak and listen in a range of common situations encountered at home, at work, and in the community. Credits for this course are non-transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 030 or placement by testing in ESL 040.

ESL 050 **1-15 credits**

ESL Communication 5

This course builds advanced communication concepts. Listening, observing, speaking, reading, and writing are combined in a holistic approach to language acquisition for everyday use on the job, at home, and in the community. Learners are exposed to language in various contexts and learn through discussion, presentation, and individual and group projects. Use of computer technology is interwoven with language acquisition. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 040 or placement by testing in ESL 050.

ESL 052 **1-15 credits**

ESL Communication 5 - Reading and Writing

This course introduces high-intermediate English communication skills. Students will learn to communicate through reading and writing a range of common situations encountered at home, at work, and in the community. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 040 or placement by testing into ESL 050.

ESL 054 **1-15 credits**

ESL Communication 5 - Speaking and Listening

This course introduces high intermediate English speaking and listening skills for communication. Students will learn to speak and listen in a range of common situations encountered at home, at work, and in the community. Credits for this course are non-transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 040 or placement by testing in ESL 050.

ESL 056 **5 credits**

ESL 5 and Medical Terminology

Learners develop English language skills through the study of basic medical terminology. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 040 or placement by testing into ESL 050.

ESL 060 **1-15 credits**

ESL Communication 6

This course enhances advanced communication concepts. Listening, observing, speaking, reading, and writing are combined in a holistic approach to language acquisition for everyday use on the job, at home, and in the community. Learners are exposed to language in various contexts and learn through discussion, presentation, and individual and group projects. Use of computer technology is interwoven with language acquisition. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 050 or placement by testing in ESL 060.

ESL 062 **1-15 credits**

ESL Communication 6 - Reading and Writing

This course introduces advanced English communication skills. Students will learn to communicate through reading, and writing a range of common situations encountered at home, at work, and in the community. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 050 or placement by testing into ESL 060.

ESL 064 **1-15 credits**

ESL Communication 6 - Speaking and Listening

This course introduces advanced English speaking and listening skills for communication. Students will learn to speak and listen in a range of common situations encountered at home, at work, and in the community. Credits for this course are non-transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 050 or placement by testing in ESL 060.

ESL 066 **5 credits**

ESL 6 and Medical Terminology

Learners develop English language skills through the study of basic medical terminology. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Successful completion of ESL 050 or placement by testing into ESL 060.

ESLVN 040 **1-15 credits**

ESL Communication 4 - Office Skills

This course introduces intermediate business communication skills. Listening, observing, speaking, reading, and writing English competencies are combined in a holistic approach to language acquisition for business and office use. ESL learners are exposed to language in various workplace contexts, and practice teamwork and collaboration skills with others through classroom assignments. Students will learn presentation and communication skills for the office environment. Computer use will be required to complete some assignments. **Prerequisite(s):** Successful completion of ESL 030 or placement by testing in ESL 040.

ESLVN 050 **1-15 credits**

ESL Communication 5 - Office Skills

This course develops high-intermediate business communication skills. Listening, observing, speaking, reading, and writing English competencies are combined in a holistic approach to language acquisition for business and office use. ESL learners are exposed to language in various workplace contexts, and practice teamwork and collaboration skills with others through classroom assignments. Students will learn presentation and communication skills for the office environment. Computer use will be required to complete some assignments. **Prerequisite(s):** Successful completion of ESL 040 or placement by testing in ESL 050.

ESLVN 060 **1-15 credits**

ESL Communication 6 - Office Skills

This course develops advanced business communication skills. Listening, observing, speaking, reading, and writing English competencies are combined in a holistic approach to language acquisition for business and office use. ESL learners are exposed to language in various workplace contexts, and practice teamwork and collaboration skills with others through classroom assignments. Students will learn presentation and communication skills for the office environment. Computer use will be required to complete some assignments. **Prerequisite(s):** Successful completion of ESL 050 or placement by testing in ESL 060.

ENVIRONMENTAL SCIENCE

ENVS& 101 **5 credits**

Introduction to Environmental Science

GS, NS- In this course, students examine Earth's systems function and environmental change, both past and present, using a global perspective. Students gain a historical perspective of the natural changes and feedback mechanisms among Earth's physical systems (lithosphere, atmosphere, hydrosphere) and biological systems (biosphere). Students then contrast these natural changes with human-induced changes to understand the complexity and mechanisms of human activities on the environment. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL 101. (LAB)

DESIGNATION KEY
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ENVS 150 **5 credits**
Themes and Methods in the Environmental Sciences
GS, NS- This course is an interdisciplinary exploration of environmental issues. Students will study specific environmental concerns within a conventional environmental science framework in order to thoroughly understand their nature as well as develop realistic solutions. Students will be required to conduct research, gather ,and analyze actual data, develop conclusions, and use those conclusions to develop and analyze policy. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ENVS 210 **5 credits**
Ecology of Puget Sound
NS- Regional environmental change within Puget Sound is the focus of this course. Students learn the characteristics and functions of ecological systems in the region and examine current controversies surrounding urbanization, species protection, and resource protection. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100. (LAB)

ENVS 220 **5 credits**
Wetland Ecology and Conservation
NS- Wetlands are a valuable and integral resource in both urban and rural environments. This course will examine the functions and values wetlands provide through the unique interplay that exists between soils, hydrology, and the biotic community in these environments. Students will explore the large wetland restoration project located on-campus through 'hands-on' field laboratories. Off-site field trips will also be taken to examine the diversity and variability of local wetlands. **Prerequisite(s):** Completion of one of the following: BIOL 120 or greater, CHEM& 121 or greater, ENVS& 101 or greater, GEOL& 101 or greater, or NSCI 101 with a grade of 2.0 or higher. (LAB)

ENVIRONMENTAL TECHNOLOGY AND SUSTAINABLE PRACTICES

ETSP 101 **5 credits**
Intro to Environmental Technology and Sustainable Practices
RE- This is a survey course of environmental technologies and sustainable practices in business, manufacturing, and in the home. Topics include waste management and recycling, pollution prevention, sustainable development, selection of environmentally-friendly materials, resources, supplies and processes, energy sourcing and management strategies, and environmental regulations. Includes addressing of social justice and triple bottom line issues. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 102 **5 credits**
Power Generation and Conventional Energy Systems
RE- This course covers the generation, transmission, and distribution of electrical power to large areas and presents the history, current status, and trends in conventional energy systems and how they are integrated in modern society. Topics include performance and efficiency of different energy systems; utility grid management systems and strategies; methods of modeling distribution systems; economic aspects of power generation and distribution; energy metering, auditing and resource; management of current technologies and infrastructures; and the challenges of meeting the expanding consumer demand for energy. **Prerequisite(s):** Completion of PHYS 111; completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 110 **5 credits**
Conventional Energy Systems
RE- This course presents the history, current status, and trends in conventional energy systems and how they are integrated in modern society. Topics include current technologies and infrastructures, smart grid, community scale distribution systems, and the challenges of meeting expanding demand for energy integration within communities. Students research and discuss the advantages and limitations of conventional systems with a focus on socio-technical aspects of community energy systems. **Prerequisite(s):** Completion of PHYS 111 and ETSP 101 with a grade of 2.0 or higher; and completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101

ETSP 120 **5 credits**
Solar Energy Systems
RE- This course covers the basic principles and technologies that relate to solar energy systems, including radiation fundamentals, measurement, and data processing required to predict solar irradiance with respect to time, location, and orientation. Students will receive an overview of current technologies and emerging trends in the application of solar energy systems; the different types of solar technologies, collectors and storage systems; the economics of solar energy systems, payback and life cycle costing; and basic design, installation and maintenance of these systems. Solar power ranging from the heat of the day to solar electric conversion technologies will be covered including solar electric (photovoltaic); thermal; and heating, cooling, and lighting (active and passive). **Prerequisite(s):** Co -enrollment in or Ccompletion of PHYS 111; completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 130 **5 credits**
Alternative Energy Generation Systems
RE- This course presents current and emerging technologies related to wind, biomass, wave/tidal, and geothermal energy systems, and their associated economics, challenges, and policy issues. Topics include: the nature of wind energy, wind data, predictions, and its seasonal influences; the various designs and performance of wind turbines and wind farms; biological and thermo-chemical methods for the conversion of biomass to biofuels; sustainability attributes and environmental impact; geothermal energy forces and geographic distribution; and sustainability and environmental impacts. **Prerequisite(s):** Completion of PHYS 111; completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 140 **5 credits**
Biomass Generation Systems
RE-This course presents current and emerging technologies related to biomass conversion processes and systems for the production of energy. Topics include biological and chemical methods for the conversion of biomass directly to energy, to energy intensive intermediaries, or to biofuels; economics of biomass energy; finance of biomass projects; sustainability attributes and environmental impact. **Prerequisite(s):** Completion of PHYS 111 and ETSP 101 with a grade of 2.0 or higher; completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101, or instructor permission.

ETSP 150 **2 credits**
OSHA/WSHA for Electronic Trades
RE- This course provides a survey of OSHA's and WSHA's electrical standards and the hazards associated with electrical installations and equipment. Topics include single and three phase systems, cord and plug connected and fixed equipment grounding, ground fault circuit interrupters, hazardous locations, and safety-related work practices. Emphasis is placed on electrical hazard recognition and OSHA/WSHA inspection procedures. **Prerequisite(s):** completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 160 **3 credits**
Mechanic Lab
RE- The mechanical lab course is specifically devoted to solving mechanical design problems and applying practical methods of fabrication and testing using hands-on projects. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 161 **1 credit**
Blueprint Reading
RE- This course introduces the basic principles of blueprint reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Students learn to interpret basic blueprints and visualize the features of a part. Students study construction relationships between architectural, structural, electrical, and mechanical drawings, along with inspection procedure technique. **Prerequisite(s):** Completion of MATH 085, or placement by testing in MATH 095; completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 180 **3 credits**
AC/DC Lab
RE- The AC/DC lab course is specifically devoted to solving electrical design problems and applying practical methods of electrical fabrication and testing using hands-on projects. **Prerequisite(s):** Completion of MATH 095, or placement by testing in MATH& 107, MATH& 141, or MATH147; completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100; or instructor permission. (LAB)

ETSP 190 **3 credits**
Documenting and Reporting Energy Use
RE- Covers the elements of analyzing, modeling, documenting, and reporting the energy usage in commercial buildings, processing and manufacturing facilities, and homes. Topics include: building design and its impact on energy consumption; day lighting and natural ventilation; energy and thermal modeling; and best practices and standards that relate to energy documentation and reporting. **Prerequisite(s):** Completion of or co-enrollment in PHYS 111; completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

ETSP 196 **1-5 credits**
ETSP Individualized Project I
RE- Students will research and produce or perform a project in Environmental Technologies or Sustainable Practices or an interdisciplinary topic emphasizing Environmental Technologies or Sustainable Practices in some way. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

ETSP 197 **1-5 credits**
ETSP Work-Based Learning I
RE- The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the students program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes as well as defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

ETSP 198 **1-5 credits**
Special Topics in ETSP I
RE- The course permits an individual student or a class of students to investigate current and relevant topics in Environmental Technology and Sustainable Practices. The content, format, and delivery vary depending upon the topics and the quarter. Prerequisites(s): Instructor permission.

ETSP 199 **1-5 credits**
Service Learning in ETSP I
RE- Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply technology and or scientific skills and expertise in a community setting. The student(s) will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

ETSP 201 **5 credits**
Environmental Regulations and Compliance
RE- This course will cover the codes, regulations, industry standards that are currently in place for sustainable energy buildings and Green Buildings, and related permitting processes and issues. Evaluation of a building style and the energy efficient materials used in its construction will be included. SEPA regulations and related codes will be included. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

ETSP 203 **5 credits**
Energy System Analysis and Auditing
RE- This course will analyze current energy management systems and technologies for the most efficient energy usage in terms of site geography, topography, availability of energy, and resources. Site design features will include energy efficiency/management concerns. The Energy Star Program guidelines from the U.S. Department of Energy for energy efficient solutions will be covered. The process will include project recommendations based on the site, structures, and both existing and proposed features. Analysis will be project-based and require cost comparison of various energy solutions. **Prerequisite(s):** Completion of BIT 156 and completion of MATH& 107, MATH& 141, or MATH 147; completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101 or instructor permission.

ETSP 204 **5 credits**
Carbon Footprint and Sustainability Analysis
RE- Students will be evaluating an organization's "carbon footprint" or greenhouse gas inventory and sustainability practices. Students will learn tools and techniques to identify and measure key emission sources, conduct carbon and sustainability accounting and reporting activities, and develop recommendations to reduce the organization environmental footprint. Carbon credits and offsets will also be covered. **Prerequisite(s):** Completion of ETSP 203 with a grade of 2.0 or higher.

ETSP 205 **5 credits**
Energy Retrofit for Commercial Buildings
RE- Based on case studies, students will develop energy conservation recommendations based on the specifics of a business or residence, taking into account site and design, business processes, and current carbon footprint and energy usage. Recommendations will include changes in existing processes or lifestyle including concerns for quality of life, upgrades to equipment, appliances, or machinery, changes in energy management practices, and possible retrofit to building or residence. Prerequisites: Completion of ETSP 203 with a grade of 2.0 or higher or instructor permission.

ETSP 206 **5 credits**
Solar PV System Design and Site Assessment
RE- This course provides instruction in basic solar PV system design, including conducting a site assessment, selecting a system design and size, adapting electrical and mechanical design to meet the needs of the project, specifying system components and developing overall project plan, and time and budget estimates. Instruction includes materials and methods in compliance with national energy codes. **Prerequisite(s):** Completion of ETSP 102, ETSP 120, and ETSP 161 with a grade of 2.0 or higher.

ETSP 208 **5 credits**
Solar PV Installation and Testing
RE- This course provides instruction on solar PV system installation and testing, including safety procedures, codes and standards, component and subsystem installation and testing, inspection and performance checks, system commissioning and handoff, and reporting and documentation. Instruction includes materials and methods in compliance with national energy codes. **Prerequisite(s):** Completion of ETSP 150, ETSP 160, ETSP 180, and ETSP 206 with a grade of 2.0 or higher.

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ETSP 210 **3 credits**
Solar PV System Maintenance
RE- This course provides instruction in basic solar PV system maintenance and troubleshooting, including visual, electrical, and mechanical inspections, maintenance procedures for the different components and subsystems, troubleshooting and performance tuning, and reporting and documentation of findings and recommendations. Instruction includes materials and methods in compliance with national energy codes. **Prerequisite(s):** Completion of ETSP 208 with a grade of 2.0 or higher.

ETSP 290 **1 credit**
Capstone Seminar
RE- The capstone seminar combines work-based learning, service learning, or independent study with a weekly scheduled seminar to explore the content of the working experience with peers who are engaged in similar projects. The student(s) will be involved in defining their project scope(s) and will be required to travel off-campus to the work or service site. **Prerequisite(s):** Completion of at least 20 credits of ETSP coursework with grade of 2.5 or higher; or instructor permission.

ETSP 296 **1-5 credits**
ETSP Individualized Project II
RE- Students will research and produce or perform a project in Environmental Technologies or Sustainable Practices or an interdisciplinary topic emphasizing Environmental Technologies or Sustainable Practices. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

ETSP 297 **1-5 credits**
ETSP Work-Based Learning II
RE- The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes as well as defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

ETSP 298 **1-5 credits**
Special Topics in ETSP II
RE- The course permits an individual student or a class of students to investigate current and relevant topics in Environmental Technology and Sustainable Practices. The content, format, and delivery vary depending upon the topics and the quarter. **Prerequisite(s):** Instructor permission.

ETSP 299 **1-5 credits**
Service Learning in ETSP II
RE- Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply technology and or scientific skills and expertise in a community setting. The student(s) will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

FRENCH

FRCH& 121 **5 credits**
French I
H- In this fast-paced course, students begin to communicate in French in simple situations. They are able to describe the immediate environment and to repeat learned dialogues by learning elementary grammar, vocabulary, and pronunciation. Students begin to learn about the culture, music, art, and literature of the French-speaking world. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

FRCH& 122 **5 credits**
French II
H- In this fast-paced course, continuing the work of FRCH& 121, students increase knowledge of French vocabulary and grammar to improve their communication abilities. They learn to participate in conversations in a variety of social settings and learn more about social and historical aspects of French-speaking cultures. **Prerequisite(s):** Completion of FRCH& 121 with a grade of 2.0 or higher or instructor permission.

FRCH& 123 **5 credits**
French III
H- This course continues the work of FRCH& 122. In it, students improve their ability to speak and write in French by adding to vocabulary and grammar knowledge. Students learn more about French-speaking cultures. **Prerequisite(s):** Completion of FRCH& 122 a grade of 2.0 or higher or instructor permission.

FRCH& 221 **5 credits**
French IV
H- Students are engaged in a variety of activities that use different media and learning techniques aimed at building proficiency in all four language skills – reading, writing, listening, and speaking. Students work individually and with partners in class to discuss and present ideas about literary texts, music, film, or cultural history. Students also continue to learn about French-speaking cultures throughout the world. **Prerequisite(s):** Completion of FRCH& 123 with a grade of 2.0 or higher or placement into FRCH& 221.

FRCH& 222 **5 credits**
French V
H- FRCH& 222 continues to engage students in a variety of activities in different media to build proficiency in all four language skills – reading, writing, listening, and speaking. Individual assignments and in-class group work help students communicate more personal and complex ideas in written and spoken French. Students also continue to deepen their knowledge of French-speaking cultures worldwide. **Prerequisite(s):** Completion of FRCH& 221 with a grade of 2.0 or higher or placement into FRCH& 222.

FRCH& 223 **5 credits**
French VI
H- FRCH& 223 continues to build proficiency in all four language skills using a variety of media. Individual assignments and in-class group work help students understand authentic French and to communicate using moderately complex written and spoken grammar and vocabulary. Students also continue to deepen their knowledge of French-speaking cultures worldwide. **Prerequisite(s):** Completion of FRCH& 222 with a grade of 2.0 or higher or placement by into FRCH& 223.

GEOGRAPHY

GEOG 120 **5 credits**
Regional Environments and Peoples
GS, NS- This course introduces the basic physical and environmental processes responsible for shaping the earth's surface as well as geographic tools used for analysis. Specific regions of the world are then studied in order to establish relationships between the people that live in those regions and the natural world that surrounds them. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

GEOLOGY

GEOL& 101 **5 credits**
Introduction to Physical Geology
NS- Students will study the structure of the solid earth and the physical processes which produce change. The class will stress environmental concerns as they relate to geology. Recent discoveries and observational techniques will be discussed, and students will apply geologic concepts in laboratory activities and simulations and take part in field investigations. **Prerequisite(s):** Completion of Math 075 with a grade of 2.0 or higher. (LAB)

GEOL 230 **7 credits**

Geology of the Northwest National Parks

NS- This geology course is conducted in the field. Students will travel to various national parks and monuments in order to study the unique and varying geology of the Northwestern United States. Surface features, unique rock and mineral formations, and the physical processes that created them will be studied. The class is a combination of lecture, guided investigation, field mapping and sampling, and reflection. (LAB)

GLOBAL STUDIES

GS 150 **5 credits**

Globalization, Culture, and Identity

CKR, GS, H- This course introduces students to the dynamics of identity, culture, and globalization in the United States by examining issues such as race, class, and gender. Students examine their own identities and culture groups in order to understand the tensions between local ways of life with deep historical, linguistic, ethnic, and religious roots and global pressures for pluralism. Using work drawn from the humanities, social and natural sciences, students assess how their local identity, including such things as gender, disability, sexuality, race, ethnicity, class, and spirituality, is negotiated in the era of neocolonialism and globalization.

GS 220 **5 credits**

Global Studies: Regional History and Culture

CKR, GS, H, SS- This course examines a selected nation and region with a focus on historical and cultural development. Within the broad framework of history and culture, students will explore the various manifestations of these dynamic forces as they relate to politics, religion, gender, social and economic development, the environment, personal identity, and the nation and region's interconnectedness with the larger global community. Students will be asked to engage multiple perspectives, negotiate the differences they find, and begin to construct an understanding of global citizenship. This course may require service learning participation. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

GS 230 **5 credits**

Contemporary Japan

CKR, GS, H, SS- In this course students will use interdisciplinary perspectives to develop a comprehensive overview of contemporary Japanese society, exploring such topics as culture, societal institutions, social inequality, and identities. Students will critically examine multiple perspectives of Japanese society and explore Japan's international relationships. No prior knowledge of Japanese society or Japanese language is required. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HISTORY

HIST& 126 **5 credits**

World Civilizations I

CKR, GS, H, SS- This course examines the social, economic, political, intellectual, and artistic achievements of civilizations from the emergence of complex societies through the end of the ancient world (c. 700 C.E.). Students will obtain a global perspective by studying different worldviews and social institutions, as well as systems of thought and religion as they evolved through this historical period. Students will critically examine primary source material, such as written texts, artistic productions, and archeological evidence as a complement to information gleaned from secondary sources. Courses in the World Civilizations series (126,127,128) may be taken independently and in any order. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HIST& 127 **5 credits**

World Civilizations II

CKR, GS, H, SS- This course examines the social, economic, political, intellectual, and artistic achievements of pre-modern and early modern world civilizations from c.700 C.E. to 1800 C.E. Students will obtain a global perspective by studying different worldviews and social institutions, as well as great systems of thought, religion, science, and art as they evolved through this historical period, laying the foundations of the modern world. The increasingly global interaction of cultures in both positive and enriching, and conversely, negative and exploitative ways will also be emphasized. Students will critically examine primary source material, such as written texts, artistic productions, and archeological evidence as a complement to information gleaned from secondary sources. Courses in the World Civilizations series (126,127,128) may be taken independently and in any order. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HIST& 128 **5 credits**

World Civilizations III

CKR, GS, H, SS- Using a world systems approach, this course studies the social, economic, political, intellectual ,and artistic achievements of civilizations in Africa, the Americas, Asia and the Pacific, and Europe in the twentieth century. The course focuses on contemporary world political systems and ideologies, war and revolution, colonization and decolonization, and the rise and fall of superpowers, and how these changes have impacted art and literature. Students will acquire a global perspective through transnational exploration of human values, cultures, and institutions. Courses in the World Civilizations series (126,127,128) may be taken independently and in any order. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

HIST& 146 **5 credits**

United States History I

CKR, H, SS- Examines the creation and evolution of the United States beginning with pre-contact native peoples and continuing through the early years of the 19th century. The course focuses on key figures, events, and eras and explores important themes and issues relevant to the nation's historical development, including Native American societies, colonization, slavery, the revolutionary era, establishment of the Constitution, and the early years of the republic. Students will develop historical thinking skills and draw conclusions from contradictory primary sources and historical interpretations. The diverse history of the nation will be emphasized by examining individual cultures, their interactions, and the challenges faced by multicultural America. Courses in the United States History series (146,147,148) may be taken independently and in any order. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HIST& 147 **5 credits**

United States History II

CKR, H, SS- Examines the history of the United States from the early years of the republic through the Nineteenth Century. The course focuses on key figures, events, and eras, and explores important themes and issues relevant to the nation's historical development, including the early years of the republic, revolutionary changes in transportation and the economy, Manifest Destiny and western expansion/conquest, slavery, the Civil War and Reconstruction, the rise of industry and labor, and Imperialism. Students will develop historical thinking skills and draw conclusions from contradictory primary sources and historical interpretations. The diverse history of the nation will be emphasized by examining individual cultures, their interactions, and the challenges faced by multicultural America. Courses in the United States History series (146,147,148) may be taken independently and in any order. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

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HIST& 148 **5 credits**
United States History III
CKR, H, SS- This course examines the history of the United States from the start of the 20th century to the present. The course focuses on key figures, events, and eras, and explores important themes and issues relevant to the nation's historical development, including the Progressive era, World Wars I and II, the Great Depression and New Deal, the Cold War, Civil Rights, the Vietnam War, and beyond. Students will develop historical thinking skills and draw conclusions from contradictory primary sources and historical interpretations. The diverse history of the nation will be emphasized by examining individual cultures, their interactions, and the challenges faced by multicultural America. Courses in the United States History series (146,147,148) may be taken independently and in any order. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HIST 150 **5 credits**
Multicultural United States History
CKR, H, SS- Examines the multicultural history of the United States from pre-European contact with North America to the present. The contributions and experiences of various peoples will be explored as they interact with the historical manifestations of power, inequality, and resistance. Students will develop historical thinking skills and draw conclusions from contradictory primary sources and historical interpretations as they examine the history of American diversity and the creation of a pluralistic society. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HIST 210 **5 credits**
Islamic Civilization
CKR, GS, H, SS- This course introduces students to major developments in Islamic civilization from the advent of Islam to the present. It examines the basic principles of the Islamic religion, and how Islam has been experienced in different parts of the Islamic world and throughout history. The course explores the ways in which the religion of Islam has been embraced and practiced by diverse cultures of the globe including those found in Africa, Asia (including the Middle East), Europe, and the Americas. Furthermore, the course explores how Islam has influenced conceptions of authority, law, philosophy, science, mathematics, literature, and art. Finally, the course will examine variations in the status of women within Islamic civilization, both across time and in different cultural and socio-economic settings. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HIST& 214 **5 credits**
Pacific Northwest History
CKR, H, SS- Studies the evolution and development of the Pacific Northwest beginning with Native American societies and settlements. Major themes include: cultures meeting and in conflict, exploration and settlement, American expansion, economic exploitation, radical labor movements, role in the World Wars, and contemporary issues in a changing economy and multi-cultural society. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

HIST 262 **5 credits**
US Foreign Relations in the 20th Century
H, GS, SS- Examines the global dimensions of United States history in the 20th Century. The course focuses on key figures, events, and eras, and explores important themes and issues relevant to the nation's foreign relations including the rise to global power, the nation's participation in two world wars, the Cold War, the war in Vietnam, various global interventions, and terrorism. Students will develop historical thinking skills and draw conclusions from contradictory primary sources and historical interpretations. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

HUMANITIES

HUMAN 120 **5 credits**
Regional Life and Culture
H- A humanities cultural studies course based on the concept of place, the local and global, culture, story, history, and personal geography. The course is heavily experiential and writing intensive. The course will utilize the moment provided by the student's perspective from being inside or outside of her/his place/culture to examine her/his personal, local, regional, and national place in a global society. The student will engage in critical and comparative inquiry based on the chosen readings, invited speakers, and out of class learning environments/activities. The primary focus throughout the course will be on knowledge of self as a global citizen. Incorporating community-based and project-based learning, this course will involve students in partnerships with people from a "local" community through gathering story and oral history as research. Art, film, literary forms, primary sources, and personal narrative from local/regional artists/writers/performers will be viewed as primary texts. This course is particularly designed for students who are "out" of their "local" or "place", e.g., study abroad students or international students attending Cascadia, but is not limited to this cohort. **Prerequisite(s):** None.

HUMAN 125 **5 credits**
Cultures of Environmental Consciousness in America
CKR, H- This course is a study of the history of cultural attitudes toward the environment in the United States as well as a variety of historical instances in which those attitudes were put into practice. The course will also look at the clash of attitudes toward the environment and how those conflicts play out in the United States politics. While the course will focus on the United States, it will also look at the global consequences of US policy and practice. The approach will be interdisciplinary, drawing from the fields of history, politics, philosophy, and cultural studies. Incorporating project-based learning, this course will involve students in fostering environmental awareness in their own lives. **Prerequisite(s):** None.

HUMAN 150 **5 credits**
Multicultural Studies
CKR, H- This course introduces students to the dynamics of inequality and cultural difference in the United States by examining issues such as race, class, and gender through the lens of the humanities. Students examine the multicultural nature of the United States through its literary and artistic productions, which may include fiction, historical documents, music, philosophical and religious texts, art, performance, and film. This course may include a community-based service learning project. **Prerequisite(s):** None.

HUMAN 196 **1-5 credits**
Humanities Individualized Project I
Students will research and produce or perform a project in a humanities subject or an interdisciplinary topic emphasizing the humanities in some way. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

HUMAN 197 **1-5 credits**
Humanities Internship I
The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the program and the student's interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

HUMAN 198 **1-5 credits**
Special Topics in Humanities I
The instructor, possibly in collaboration with students, designs course content, activities, and learning outcomes that address a new topical or thematic approach to the humanities. Students will develop learning, thinking, communicating, and interacting abilities. **Prerequisite(s):** Instructor permission.

HUMAN 199 **1-5 credits**
Service Learning in Humanities I
Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply skills and expertise from the humanities in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

HUMAN 296 **1-5 credits**
Humanities Individualized Project I
Students will research and produce or perform a project in a humanities subject or an interdisciplinary topic emphasizing the humanities in some way. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

HUMAN 297 **1-5 credits**
Humanities Internship II
The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the program and the student's interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

HUMAN 298 **1-5 credits**
Special Topics in Humanities II
The instructor, possibly in collaboration with students, designs course content, activities and learning outcomes that address a new topical or thematic approach to the humanities. Students will develop learning, thinking, communicating, and interacting abilities. **Prerequisite(s):** Instructor permission.

HUMAN 299 **1-5 credits**
Service Learning in Humanities II
Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply skills and expertise from the humanities in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

INTERNATIONAL ENGLISH LANGUAGE PROGRAM

ELP 010 **1-5 credits**
Reading 1
Reading 1 is a five-credit course designed to introduce basic reading skills in English. Students learn to apply reading skills through discussions and exercises. The course emphasizes reading excerpts from basic texts, analyzing information from tables and graphs, and making inferences. Additional practice in note-taking, summarizing, inferring the meaning of vocabulary from context, and using the dictionary is provided. Students read passages with a variety of topics and purposes, including reading for pleasure. **Prerequisite(s):** Admission to International Program. English placement test score.

ELP 011 **1-5 credits**
Grammar 1
Grammar 1 is a five-credit course designed to build knowledge of basic structural rules of English. Students will develop skills through grammar building exercises and authentic materials. **Prerequisite(s):** Admission to International Program. English placement test score.

ELP 012 **1-5 credits**
Writing 1
This course is designed to develop basic academic writing skills. Students will use their writing skills to author sentence-length work for a variety of purposes. Class activities will increase students' abilities and knowledge of English grammar and vocabulary. **Prerequisite(s):** Admission to International Program. English placement test score.

ELP 014 **1-5 credits**
Speaking and Listening 1
Speaking and Listening 1 is a five-credit course designed to develop basic speaking and listening skills in English, as well as skills in U.S. cultural competence. Students will improve their ability to make simple descriptions and ask and answer questions about simple daily life topics. Students will develop their comprehension, language use, pronunciation, critical thinking, and study skills. **Prerequisite(s):** Admission to International Program. English placement test score.

ELP 020 **5 credits**
Reading 2
Reading 2 is a five-credit course designed to introduce basic reading skills in English. Students learn to apply reading skills through discussions and exercises. The course emphasizes reading excerpts from basic texts, analyzing information from tables and graphs, and making inferences. Additional practice in note-taking, summarizing, inferring the meaning of vocabulary from context, and using the dictionary is provided. Students read passages with a variety of topics and purposes, including reading for pleasure. **Prerequisite(s):** Admission to International Program. English placement test score.

ELP 021 **5 credits**
Grammar 2
Grammar 2 is a five-credit course designed to build knowledge of basic structural rules of English. Students will develop skills through grammar- building exercises and authentic materials. **Prerequisite(s):** Admission to International Program. English placement test score.

ELP 022 **1-5 credits**
Writing 2
This course is designed to develop basic academic writing skills. Students will use their writing skills to author sentence-length work for a variety of purposes. Class activities will increase students' abilities in and knowledge of English grammar and vocabulary. **Prerequisite(s):** Admission to International Program. English placement test score.

ELP 024 **1-5 credits**
Speaking and Listening 2
Speaking and Listening 2 is a five-credit course designed to develop basic speaking and listening skills in English, as well as skills in U.S. cultural competence. Students will improve their ability to make simple descriptions and ask and answer questions about simple daily life topics. Students will develop their comprehension, language use, pronunciation, critical thinking, and study skills. **Prerequisite(s):** English placement test score.

ELP 030 **5 credits**
Reading 3
Reading 3 is a five-credit course designed to develop basic and intermediate academic reading skills in English. It builds upon the competencies taught in ELP 020. Students learn to apply reading skills through discussions and exercises. The course emphasizes reading excerpts from basic and intermediate texts, analyzing information from tables and graphs, and making inferences. Additional practice in note-taking, summarizing, inferring the meaning of vocabulary from context, and using the dictionary is provided. Students read passages with a variety of topics and purposes, including reading for pleasure. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 020 with minimum grade 2.0 or English placement test score.

DESIGNATION KEY
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ELP 031 **1-5 credits**
Grammar 3
Grammar 3 is a five-credit course designed to build knowledge of basic and intermediate structural rules of English. It builds upon the competencies taught in ELP 021. Students will develop skills through grammar building exercises and authentic materials. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 021 with minimum grade 2.0 or English placement test score.

ELP 032 **1-5 credits**
Writing 3
This course is designed to develop basic and intermediate academic writing skills. It builds upon the competencies taught in ELP 022. Students will use their writing skills to author sentence-length and paragraph-length work for a variety of purposes. Class activities will increase students' abilities in and knowledge of English grammar, paragraph structure, and vocabulary. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 022 with minimum grade 2.0 or English placement test score.

ELP 034 **1-5 credits**
Speaking and Listening 3
Speaking and Listening 3 is a five-credit course designed to develop basic and intermediate speaking and listening skills in English, as well as skills in U.S. cultural competence. It builds upon the competencies taught in ELP 024. Students will improve their ability to make simple descriptions and ask and answer questions about daily life topics. Students will further develop their comprehension, language use, pronunciation, critical thinking, and study skills. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 024 with minimum grade 2.0 or English placement test score.

ELP 040 **5 credits**
Reading 4
Reading 4 is a five-credit course designed to develop intermediate academic reading skills in English. It builds upon the competencies taught in ELP 030. Students learn to apply reading skills through discussions and exercises. The course emphasizes reading excerpts from intermediate texts, analyzing information from tables and graphs, and making inferences. Additional practice in note-taking, summarizing, inferring the meaning of vocabulary from context, and using the dictionary is provided. Students read passages with a variety of topics and purposes, including reading for pleasure. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 030 with minimum grade 2.0 or English placement test score.

ELP 041 **1-5 credits**
Grammar 4
Grammar 4 is a five-credit course designed to build knowledge of intermediate structural rules of English. It builds upon the competencies taught in ELP 031. Students will develop skills through grammar building exercises and authentic materials. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 031 with minimum grade 2.0 or English placement test score.

ELP 042 **1-5 credits**
Writing 4
This course is designed to develop intermediate academic writing skills for success in college classes. It builds upon the competencies taught in ELP 032. Students will use their writing skills to author paragraph-length work for a variety of purposes. Class activities will increase students' abilities in and knowledge of English grammar, paragraph structure, and vocabulary. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 032 with minimum grade 2.0 or English placement test score.

ELP 044 **1-5 credits**
Speaking and Listening 4
Speaking and Listening 4 is a five-credit course designed to develop intermediate academic speaking and listening skills in English for success in college classes, as well as skills in U.S. cultural competence. It builds upon the competencies taught in ELP 034. Students will improve their ability to make descriptions and narrations and ask and answer questions about a wide range of topics. Students will further develop their comprehension, language use, pronunciation, critical thinking, and study skills. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 034 with minimum grade 2.0 or English placement test score.

ELP 050 **5 credits**
Reading 5
Reading 5 is a five-credit course designed to develop high intermediate academic reading skills in English. It builds upon the competencies taught in ELP 040. Students learn to apply reading skills through discussions and exercises. The course emphasizes reading excerpts from high intermediate and pre-college texts, analyzing information from tables and graphs, and making inferences. Additional practice in note-taking, summarizing, inferring the meaning of vocabulary from context, and using the dictionary is provided. Students read passages with a variety of topics and purposes, including reading for pleasure. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 040 with minimum grade 2.0 or English placement test score.

ELP 051 **1-5 credits**
Grammar 5
Grammar 5 is a five-credit course designed to build knowledge of high intermediate structural rules of English. It builds upon the competencies taught in ELP 041. Students will develop skills through grammar building exercises and authentic materials. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 041 with minimum grade 2.0 or English placement test score.

ELP 052 **1-5 credits**
Writing 5
This course is designed to develop high intermediate academic writing skills for success in college classes. It builds upon the competencies taught in ELP 042. Students will use their writing skills to author paragraph-length and essay-length work for a variety of purposes. Class activities will increase students' abilities in and knowledge of English grammar, paragraph and essay structure, and vocabulary. Students may be required to complete assignments on the computer. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 042 with minimum grade 2.0 or English placement test score.

ELP 054 **1-5 credits**
Speaking and Listening 5
Speaking and Listening 5 is a five-credit course designed to develop high intermediate academic speaking and listening skills in English for success in college classes, as well as skills in U.S. cultural competence. It builds upon the competencies taught in ELP 044. Students will improve their ability to make narrations and use extended discourse involving a wide range of topics. Students will further develop their comprehension, language use, pronunciation, critical thinking, and study skills. **Prerequisite(s):** Admission to International Program. Successful completion of ELP 044 with minimum grade 2.0 or English placement test score.

JAPANESE

JAPN& 121 **5 credits**
Japanese I
GS, H- This course is designed for students who have not had any prior Japanese training. Students will learn the grammar, vocabulary, and pronunciation necessary to communicate in Japanese in cultural contexts. Students also begin to read and write Japanese characters. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

JAPN& 122 **5 credits**
Japanese III
GS, H- In this course students will increase their knowledge of Japanese vocabulary and grammar to improve their communication skills. They will be able to participate in conversations in a variety of social settings by learning more about Japanese people, culture, and communication behaviors. They also learn more Japanese writing systems including Chinese characters. **Prerequisite(s):** Completion of JAPN& 121 with a grade of 2.0 or higher or placement into JAPN& 122.

JAPN& 123 **5 credits**
Japanese III
GS, H- Students improve their ability to speak and write in Japanese by adding to vocabulary and learning more complicated sentence structures. They continue to increase their knowledge about Japanese people, culture, and communication behaviors. They begin to differentiate speech styles depending on social circumstances. They continue to learn Kanji (Chinese characters). **Prerequisite(s):** Completion of JAPN& 122 with a grade of 2.0 or higher or placement into JAPN& 123.

JAPN& 221 **5 credits**
Japanese IV
GS, H- This course reinforces the fundamentals of the Japanese language introduced in Elementary Japanese courses. Students will learn the functional ability to communicate in Japanese beyond the entry level, in such areas as negotiating, suggesting, and requesting and in consideration of degrees of politeness. Both casual and formal speech styles are introduced in appropriate cultural and social contexts. Four Japanese language skills: speaking, listening, reading, and writing are taught from a Japanese cultural framework. **Prerequisite(s):** Completion of JAPN& 123 with a grade of 2.0 or higher or placement into JAPN& 221.

JAPN& 222 **5 credits**
Japanese V
GS, H- Students will learn how to initiate, sustain, and bring closure in longer conversations by using more complex expressions such as how to change the subject, make indirect questions, make confirmations, and check comprehension. The casual and formal speech styles introduced in JAPN& 221 are reviewed and expanded upon. The four Japanese language skills, speaking, listening, reading, and writing are taught from a Japanese cultural framework. **Prerequisite(s):** Completion of JAPN& 221 with a grade of 2.0 or higher or placement into JAPN& 222.

JAPN& 223 **5 credits**
Japanese VI
GS, H- Students will learn how to support their opinions, explain reasons in detail, and discuss current topics. Casual and formal speech styles continue to be emphasized according to the requirements of different cultural and social contexts. The four Japanese language skills, speaking, listening, reading, and writing, are taught from a Japanese cultural framework. The course will shift from speaking and listening to reading and writing skills toward the end of quarter. **Prerequisite(s):** Completion of JAPN& 222 with a grade of 2.0 or higher or placement into JAPN& 223.

MATH FOUNDATIONS

MFUND 010 **1-10 credits**
Math Fundamentals 1
This course introduces basic mathematical concepts. Upon exit, learners will be able to identify, count, order, add, and subtract whole numbers. Learners will apply these skills to personal scheduling, working with number in pictures and symbols, identifying coinage and comparison shopping. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Placement by testing or by instructor permission.

MFUND 020 **1-10 credits**
Math Fundamentals 2
This course teaches basic mathematical concepts. Upon exit, learners will be able to identify place value, use whole number operations in addition, subtraction, and multiplication. Learners will apply these skills to a wide variety of real-life situations. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MFUND 010 or placement by testing in MFUND 020.

MFUND 030 **1-10 credits**
Math Fundamentals 3
This course introduces basic mathematical concepts. Upon exit, learners will be able to do whole number division. Learners will be able to apply these skills to activities like figuring out unit price and cost, hourly wages, and portion scaling. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MFUND 020 or placement by testing in MFUND 030.

MFUND 040 **1-10 credits**
Math Fundamentals 4
This course introduces basic mathematical concepts. Upon exit, learners will be able to use fractions and decimals. Life applications span a wide variety of situations involving U.S. and metric measure, money, and portioning. Learners will express answers as estimations as well as exact numbers. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MFUND 030 or placement by testing in MFUND 040.

MFUND 050 **1-10 credits**
Math Fundamentals 5 (GED)
This course introduces basic mathematical concepts. Learners begin preparation for GED testing. Upon exit, learners will be able to apply mathematical concepts and procedures to make estimates, solve problems using provided formulas, and use percents in word problems. Typical applications involve credit and finance situations and simple geometric formula problems. Use of calculators will be integrated into the course. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Placement by testing in MFUND 050.

MFUND 060 **1-10 credits**
Math Fundamentals 6 (GED)
This course introduces basic mathematical concepts. Learners complete preparation for GED testing. Upon exit, learners will be able to apply mathematical concepts and procedures to make estimates, solve problems using provided formulas, read bar and circle graphs, and use ratio and proportion in word problems. Use of calculators will be integrated into the course. Test taking and study strategies will also be practiced. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MFUND 050 or placement by testing in MFUND 060.

MATHEMATICS

MATH 075 **5 credits**
Pre-Algebra
A review of basic mathematical concepts and introduction of algebraic and geometric notation, rules and concepts form the content of this course. Learners will move from using arithmetic to abstract representations. Learning to study math successfully, gaining confidence in approach and accuracy, and using a variety of ways of thinking about a single situation are outcomes for learners who take this course. Applications to real life are emphasized. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Placement by testing or completion of MFUND 040; and placement in or completion of ENGL 080 with a grade of 2.0 or higher.

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MATH 084 **2 credits**
Elements of Algebra Refresher
This course is a fast-paced condensed version of MATH 085 designed for students who only need a refresher of Elements of Algebra topics in order to retest and place into MATH 095. Students who placed into MATH 095 may also be interested in taking this course in order to refine skills which are essential for successfully completing Intermediate Algebra. Students will retake the COMPASS test at the end of this course in order to determine their new placement. Grading for this course is pass/fail only. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MATH 075 with a grade of 2.0 or higher or placement by testing into MATH 085; and completion of ESL 060 or EFUND 040, or placement into ENGL 080 or above.

MATH 085 **5 credits**
Elements of Algebra
This course introduces algebraic thinking and manipulation. Real number properties are reviewed. Students will solve linear equations and application problems involving geometric formulas, motion, and money; graph linear equations; simplify, factor, and expand polynomials; add and subtract rational expressions; and work with exponents and scientific notation. Learners will develop study skills and habits, team skills, and the ability to express math in many forms while working with both abstract and real world applications. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MATH 075 with a grade of 2.0 or higher or placement by testing in MATH 085; and completion of ENGL 080 with a grade of 2.0 or higher or placement by testing in ENGL 090.

MATH 094 **2 credits**
Intermediate Algebra Refresher
This course is a fast-paced condensed version of MATH 095 designed for students who only need a refresher of Intermediate Algebra topics in order to retest and place into college level math. Students who placed into college level math may also be take this course in order to refine skills which are essential for successfully completing their next math class. In particular, students who plan to enroll next in MATH& 141 may find this class helpful. Students may retake the COMPASS test at the end of this course in order to determine their new placement. Grading for this course is pass/fail only. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MATH 085 with a grade of 2.0 or higher or placement by testing into MATH 095; and completion of ESL 060 or EFUND 040; or placement into ENGL 080 or above.

MATH 095 **5 credits**
Intermediate Algebra
This course builds on the knowledge developed in MATH 085. The primary content of the course is algebra, but topics in geometry, right triangle trigonometry, probability, and number theory are also included. Learners will continue to refine study skills and habits, team skills, logic, and the ability to express math visually, symbolically, and in written forms while working with both abstract and real world applications. **NOTE:** Credits for this course are not transferable, nor do they apply to any college degree or certificate. **Prerequisite(s):** Completion of MATH 085 with a grade of 2.0 or higher or placement by testing in MATH 095; and completion of ENGL 080 with a grade of 2.0 or higher or placement by testing in ENGL 090.

MATH 103 **2 credits**
Introduction to Graphing Calculators
NS- This 2-credit class prepares students to use graphing calculators in college-level mathematics classes. Students will learn essential graphing calculator skills, compare advantages and disadvantages of calculator methods versus traditional methods, explore alternative ways of achieving desired results, resolve error messages, and perform assessment activities to demonstrate their learning. **Prerequisite(s):** Completion of MATH 085 with a grade of 2.0 or higher or placement by testing in MATH 095.

MATH& 107 **5 credits**
Math in Society
Q- This terminal mathematics course is designed for liberal and fine arts students. Functions are investigated graphically, numerically, symbolically, and verbally. Additional topics may include working with probability, statistics, logic, series, sequences, geometry, systems of equations, graph theory, and fractals. Learners will work in teams on applications and examples relevant to humanities, social sciences, and education. Content emphasis is on problem solving and quantitative reasoning. Technology is integrated throughout the course. Students communicate results in oral and written form. A graphing calculator is required. See syllabus for specific calculator recommendations. **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or placement by testing in MATH& 107; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

MATH& 141 **5 credits**
Precalculus I
Q- This 5-credit, college-level math course is for students intending to pursue coursework in mathematics, the natural or computer sciences, or engineering. The course builds on the base of MATH 095 and assumes that the student plans on taking MATH& 142. Learners investigate relations and functions in graphic, numeric, symbolic, and verbal forms. Modeling techniques are introduced while exploring exponential, logarithmic, polynomial, power, and rational functions. Learners investigate applications primarily from a science and engineering perspective. Students communicate results in oral and written form. Technology is integrated throughout the course. A graphing calculator is required. A TI-83+ or TI-84+ is strongly recommended. **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or placement by testing into MATH& 141; and completion of ENGL 90 with a grade of 2.0 or higher or placement by testing into ENGL100.

MATH& 142 **5 credits**
Precalculus II
NS, Q- This 5-credit course is the second half of a two-course sequence designed to prepare students for calculus with an emphasis on those topics and applications most appropriate for a science and engineering curriculum. Topics are investigated graphically, numerically, symbolically, and verbally. These topics include trigonometric functions, equations, identities, vectors, polar coordinates, parametric equations, and complex numbers. Students will model periodic, real-world problems. Technology is integrated throughout the course and a graphing calculator is required. **Prerequisite(s):** Completion of MATH& 141 or MATH 147 with a grade of 2.0 or higher or placement by testing in MATH& 142; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

MATH& 146 **5 credits**
Introduction to Statistics
NS, Q- This course provides an algebra-based interdisciplinary introduction to the core concepts of statistics and probability. Primary focus will be on but not limited to business and social science applications. Learners will be introduced to various forms of descriptive statistics. Learners will also gain understanding of the basic tools of statistical inference and analysis while examining data, experiments, and readings in their field of study. Emphasis is on interpretation over calculation, and needed technology will be taught along with the subject matter. A graphing calculator is required. **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or placement by testing in MATH& 107 or higher; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

MATH 147 **5 credits**

Business Precalculus

(Formerly Finite Math) This 5-credit, college-level math course is for students intending to pursue coursework in business, the social or life sciences, or management. The course builds on the base of MATH 095 and assumes that the student plans on taking MATH& 148. Relations and functions are investigated in graphic, numeric, symbolic, and verbal forms. Modeling techniques are introduced while exploring exponential, logarithmic, polynomial, and power functions. Topics introduced include matrices, linear programming, population growth, and math of finance. Special topics may include systems of non-linear equations, probability and counting, statistics, graph theory, and rational and logistic functions. Applications are investigated primarily from a life and social science, business, and management perspective. Technology is integrated throughout the course. Students communicate results in oral and written form. A graphing calculator is required. See syllabus for specific calculator recommendations. **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or placement by testing into MATH 147; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

MATH& 148 **5 credits**

Business Calculus

NS, Q- This 5-credit course provides an interdisciplinary introduction to the core concepts of calculus with a primary focus on applications from disciplines of economics and the social sciences. The content is applications in differential, integral, and multivariable calculus with an introduction to The Fundamental Theorem of Calculus. Learners will continue to refine their independent study skills, cooperative problem solving, logically correct and mathematically precise writing and thinking, and their ability to use geometric, symbolic, and analytic formats in presenting solutions to both abstract and real world applications. Technology is integrated throughout the course and a graphing calculator is required. **Prerequisite(s):** Completion of MATH 147 with a grade of 2.0 or higher or placement by testing into MATH& 148; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

MATH& 151 **5 credits**

Calculus I

NS, Q- This 5-credit course is the first quarter of the three-quarter calculus sequence that provides an interdisciplinary introduction to the core concepts of differential calculus with a primary focus on applications from the disciplines of math, computer science, and the physical sciences. Content includes both applications and theory of differential calculus leading to an introduction of The Fundamental Theorem of Calculus. Learners will continue to refine independent study skills, cooperative problem solving, logically correct and mathematically precise writing and thinking, and their ability to use geometric, symbolic, and analytic formats in presenting solutions to both abstract and real world applications. Classroom activities will include lecture/discussion and group work. Students will communicate their results in oral and written form. Graphing calculator required. **Prerequisite(s):** Completion of MATH& 142 with a grade of 2.0 or higher or placement by testing into MATH& 151; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

MATH& 152 **5 credits**

Calculus II

NS, Q- This 5-credit course is the second quarter of the three-quarter calculus sequence. Primary content is integral calculus including applications of The Fundamental Theorem of Calculus and separable differential equations. Learners will continue to refine independent study skills, cooperative problem solving, logically correct and mathematically precise writing and thinking, and their ability to use geometric, symbolic, and analytic formats in presenting solutions to both abstract and real world applications. **Prerequisite(s):** Completion of MATH& 151 with a grade of 2.0 or higher; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

MATH& 163 **5 credits**

Calculus 3

NS, Q- This 5-credit course is the third quarter of the three-quarter calculus sequence. Content includes infinite sequences and series, differentiation and integration in polar coordinates, introduction to parametric equations, and vectors in two and three dimensions. Multiple integrals and partial derivatives with applications that include optimization, volume, and the gradient are central to this course. Learners will continue to refine independent study skills, cooperative problem solving, logically correct and mathematically precise writing and thinking, and their ability to use geometric, symbolic, and analytic formats in presenting solutions to both abstract and real world applications. **Prerequisite(s):** Completion of MATH& 152 with a grade of 2.0 or higher; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

MATH& 171 **5 credits**

Math for Elementary Education I

NS, Q- This 5-credit course is one quarter of the 3-quarter mathematics for elementary education sequence. Prospective or practicing elementary school teachers will investigate problem solving techniques and number theory related to topics taught at the K-8 level. Topics will include problem solving, set theory, number theory, measurement, and the use of technology (formerly MATH 121). **Prerequisite(s):** Completion of MATH 095 with a grade of 2.0 or higher or placement by testing in MATH 171; and completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

MATH& 172 **5 credits**

Math for Elementary Education II

NS, Q- This 5-credit course is one quarter of the 3-quarter mathematics for elementary education sequence. Prospective or practicing elementary school teachers will investigate problem-solving techniques and geometry related to topics taught at the K-8 level. Topics will include problem solving, geometry and its applications, measurement, and the use of technology (formerly MATH 122). **Prerequisite(s):** Completion of MATH& 171 with a grade of 2.0 or higher; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

MATH& 173 **5 credits**

Math for Elementary Education III

NS, Q- This 5-credit course is one quarter of the 3-quarter mathematics for elementary education sequence. Prospective or practicing elementary school teachers will investigate problem solving techniques, probability, and statistics related to topics taught at the K-8 level. Topics will include problem solving, the real number system and its subsystems, basic probability, basic statistics, and the use of technology (formerly MATH 123). **Prerequisite(s):** Completion of MATH& 172 with a grade of 2.0 or higher; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

MATH 196 **1-5 credits**

Mathematics Individualized Project I

Students will research and produce or perform a project in a mathematical or an interdisciplinary topic emphasizing mathematics applications. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

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MATH 197 **1-5 credits**
Mathematics Internship I
The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

MATH 198 **1-5 credits**
Special Topics in Mathematics I
The instructor, possibly in collaboration with students, designs course content, activities, and learning outcomes that address a new topical or thematic approach to mathematics. Students will develop learning, thinking, communicating, and interacting abilities. **Prerequisite(s):** Instructor permission.

MATH 199 **1-5 credits**
Service Learning in Mathematics I
Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

MATH 208 **5 credits**
Linear Algebra
NS,Q- An introduction to matrices, systems of equations, vector spaces, linear transformations, and eigenvalues. Learners will become familiar with the vocabulary of linear algebra, will develop conceptual understanding of the important topics, will use technology to implement their investigations, and will analyze and communicate how the concepts can be applied to real-world situations. A graphing calculator is required. **Prerequisite(s):** Completion of MATH& 152 with a grade of 2.0 or higher; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

MATH 235 **5 credits**
Statistics in Engineering and Science
NS- This course provides a calculus-based interdisciplinary introduction to the basic theory of statistics and probability. Topics include descriptive statistics, conditional probability, independence, random variables, distribution functions, sampling errors, confidence intervals, least squares, and maximum likelihood. Data will be explored and analyzed using statistical software. **Prerequisite(s):** Co-enrollment with or completion of MATH& 148 or MATH& 152 with a grade of 2.0 or higher, and completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

MATH 238 **5 credits**
Differential Equations
NS,Q- In this 5 credit course, students will explore first- and second-order differential equations. Students will utilize various methods including undetermined coefficients, Euler's method, and Laplace transforms to solve differential equations. Emphasis will be placed on real-world applications and technology will be integrated throughout the course. A graphing calculator is required. **Prerequisite(s):** Co-enrollment with or completion of MATH& 163 with grade of 2.0 or higher.

MATH& 264 **3 credits**
Calculus 4
NS- Content includes double and triple integrals and their applications, vector calculus (including Green's, Stokes', and the Divergence Theorems) and an introduction to second-order differential equations. Learners will become familiar with the vocabulary of the subject material, will develop conceptual understanding of the important topics, will use technology to implement their investigations, and will analyze and communicate how the concepts can be applied to real-world situations. A graphing calculator is required. **Prerequisite(s):** Completion of MATH& 163 with a grade of 2.0 or higher; and completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

MATH 296 **1-5 credits**
Mathematics Individualized Project II
Students will research and produce or perform a project in mathematical or an interdisciplinary topic emphasizing mathematics applications. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

MATH 297 **1-5 credits**
Mathematics Internship II
The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

MATH 298 **1-5 credits**
Special Topics in Mathematics II
The instructor, possibly in collaboration with students, designs course content, activities, and learning outcomes that address a new topical or thematic approach to mathematics. Students will develop learning, thinking, communicating, and interacting abilities. **Prerequisite(s):** Instructor permission.

MATH 299 **1-5 credits**
Service Learning in Mathematics II
Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service. **Prerequisite(s):** Instructor permission.

MUSIC

MUSC& 105 **5 credits**
Music Appreciation
H- Students learn to explore music making and human behavior related to music across times and cultures all over the world. Students gain a practical foundation for understanding the ideas and behaviors related to musical traditions and the basic elements of music. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

MUSC 130 **5 credits**
Popular Music in the United States
H- This course is designed for students with no prior music training. Students will explore a variety of United States popular music genres from their origins and evolution to current popular styles. These genres include Tin Pan Alley and music theatre, ragtime, blues, jazz, folk and country music, rock and rap. Students gain a practical foundation for analysis such as the basic elements of music and the historical, political, and cultural influences on United States musical traditions. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

NATURAL SCIENCE

NSCI 101 **5 credits**
Evolution of Earth Systems
GS, NS- This course is a multidisciplinary exploration of earth's past, present, and future. Students will examine theories that explain the origin of the universe, solar system, the earth, and the earth's interrelated systems. Students will discover how evolutionary changes in both physical and biological systems have resulted in the modern earth. Students will gain insight as to how systems of feedbacks maintain the planetary balance, and how human impacts to those systems have created global environmental change. Through this, students will gain insight on the process of generating and challenging scientific knowledge. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

NSCI 196 **1-5 credits**

Natural Science Individualized Project I

Students will research and produce or perform a project in a scientific subject or an interdisciplinary topic emphasizing the natural sciences in some way. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

NSCI 197 **1-5 credits**

Natural Science Internship I

The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

NSCI 198 **1-5 credits**

Special Topics in Natural Science I

The instructor, possibly in collaboration with students, designs course content, activities, and learning outcomes that address a new topical or thematic approach to the natural sciences. Students will develop learning, thinking, communicating, and interacting abilities. **Prerequisite(s):** Instructor permission.

NSCI 199 **1-5 credits**

Service Learning in Natural Science I

Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

NSCI 296 **1-5 credits**

Natural Science Individualized Project II

Students will research and produce or perform a project in a scientific subject or an interdisciplinary topic emphasizing the natural sciences in some way. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor and student(s). **Prerequisite(s):** Instructor permission.

NSCI 297 **1-5 credits**

Natural Science Internship II

The student will identify an opportunity for an internship or volunteer prospect that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

NSCI 298 **1-5 credits**

Special Topics in Natural Science II

The instructor, possibly in collaboration with students, designs course content, activities, and learning outcomes that address a new topical or thematic approach to the natural sciences. Students will develop learning, thinking, communicating, and interacting abilities. **Prerequisite(s):** Instructor permission.

NSCI 299 **1-5 credits**

Service Learning in Natural Science II

Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

NUTRITION

NUTR& 101 **5 credits**

Nutrition

NS- Six of the ten leading causes of death in America are diet-related. In this course students will learn the macronutrients (carbohydrates, fats, proteins) and micronutrients (vitamins, minerals, and phytochemicals) that promote optimum health. Students will examine digestion and metabolism of food; energy balance and weight control; use of exercise as related to energy balance; how current culture influences food choices and health; and risks of obesity, diabetes, and other nutrition related, prevalent diseases. Students will design an individual, healthy diet, discuss the role of government in the education of people, use the scientific method to analyze dietary claims; and learn basic food safety and bioengineering. Designed for students with little or no biology or chemistry background. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

OFFICE TECHNOLOGY

OFTEC 100 **5 credits**

Business Math

RE- Review and development of basic math operations applied to business activities of billing, discounting, product pricing, cost determinations, payroll, insurance, installment buying, profit/loss analysis, and present and future value theory. **Prerequisite(s):** Completion of MFUND 050 or placement into MATH 075 or higher.

OFTEC 102 **5 credits**

Document Processing

RE- This course emphasizes office application skills. Students will utilize Microsoft Word to type, format, file, and print documents. Document formatting will include tables, letters, memos, and reports. This course will also utilize graphics to create special effects and enhance the appearance of documents. **Prerequisite(s):** Completion of BIT 150 with a grade of 2.0 or higher or instructor permission.

OFTEC 105 **2 credits**

Careers in Office Technology

RE- This course will allow exploration of office careers through lectures and activities with faculty, career specialists, industry experts, job recruiters, and recent graduates. Site visits and/or guest speakers who are career specialists and local employers will be features of the course activities. Students will prepare for getting a job by developing research, search, and interview skills. Students will create a career path and timeline to post to their interactive portfolio, along with their resume and examples of work. **NOTE:** Students who have taken BIT 105 cannot gain credit for this course. **Prerequisite(s):** Completion of ESL 040 or above.

OFTEC 130 **5 credits**

Office Procedures

RE- This course presents the basic office duties of an administrative assistant or receptionist. It will provide an overview of administrative careers and the role of the administrative assistant in the business environment, including an overview of the electronic office, including organization, ergonomics, health and safety, and office security. **Prerequisite(s):** Completion of BIT 154 with a grade of 2.0 or higher or instructor permission.

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OFTEC 133 **2 credits**
Applied Accounting I
RE- This course is designed from the perspective of a fiscal technician. It will provide a foundation in accounting principles, policies, and procedures. It will provide experience in analyzing, classifying, recording, summarizing, and interpreting business transactions that occur in the accounting department of any business. Preparing the financial statements will be a major focus. Emphasis will be placed on internal control of cash. In payroll, employee earnings and deductions, and employer taxes and other responsibilities will be discussed. Electronic spreadsheet functions will be integrated into the course. **Prerequisite(s):** Completion of BIT 150 and OFTEC 151 with a grade of 2.0 or higher or instructor permission.

OFTEC 135 **3 credits**
Practical Accounting
RE- This course reviews and applies established policies, procedures, recordkeeping, and ethics associated with business activities of payroll, inventory, purchasing, budgeting, and general business operations typically found in the small office. **Prerequisite(s):** Completion of BIT 150 with a grade of 2.0 or higher or instructor permission.

OFTEC 140 **3 credits**
Records Management
RE- Using computer applications, students will apply the principles and procedures of effective records management and bookkeeping to situations common to the small office business. Students will develop and use various asset, liability, expense, revenue, and payroll accounts and prepare balance sheets, income statements, account and tax reports using QuickBooks and TurboTax. **Prerequisite(s):** Completion of BIT 150 with a grade of 2.0 or higher or instructor permission and co-enrollment or completion of OFTEC 100 and OFTEC 135 with grades of 2.0 or higher.

OFTEC 151 **1 credit**
10-Key Operations
RE- This one-credit module provides students the opportunity to practice and develop skills for effective numerical data input and arithmetic operations using 10-key entry. Students will practice various mathematical operations using 10-key machines. **Prerequisite(s):** None.

OFTEC 156 **2 credits**
Spreadsheet I for Accounting
RE- This introductory course prepares students to use Excel to address basic functions in accounting and bookkeeping. It focuses on the numeric functions of this computer spreadsheet application and is taught using the 2007 version. Students create and format worksheets and workbooks utilizing toolbars, menus, and commands. Course will include formula- driven functions. Previous experience with computers is recommended. **Prerequisite(s):** Completion of or co-enrollment in OFTEC 100 with a grade of 2.0 or better; or completion of MATH 085 or placement by testing in MATH 090 or higher.

OFTEC 158 **2 credits**
Database I for Accounting
RE- This introductory course prepares students to use Access to address basic database functions in accounting and bookkeeping. It focuses on the numeric functions of this computer database application and uses the 2007 product version. Data entry, import from spreadsheet programs, as well as data extract and reporting will be addressed. Students create and format databases and reports including pictorial representations using toolbars, menus, and commands. Course will include formula driven functions. Previous computer experience is highly recommended. **Prerequisite(s):** Co-enrollment in or completion of OFTEC 100 with a grade of 2.0 or higher or placement into MATH 085 or higher.

OFTEC 160 **3 credits**
Job Preparation Techniques
RE- This course is designed to assist students in the job search process. It will enable students to analyze their individual skills and abilities, match them with career goals, and develop a learning plan to attain their goals. **Prerequisite(s):** None.

OFTEC 180 **3 credits**
eCommerce for the Office
RE- This course explores how business is conducted in the online environment. Students will study and evaluate internet product sites, compare traditional and electronic commerce, and discuss the advantages and disadvantages of electronic commerce. Students will examine the client/server infrastructure that supports electronic commerce and identify security and protection issues. This course will also consider the international, legal, and ethical issues of unique to the electronic commerce environment. **Prerequisite(s):** None.

OFTEC 201 **5 credits**
Information Processing
RE- This course utilizes Microsoft Excel and PowerPoint to effectively convey information. Course concepts will include development, preparation, and formatting of Excel worksheets and creation and enhancement of presentations for PowerPoint. Students will also learn to integrate tables, charts, and diagrams from Excel into the PowerPoint environment. **Prerequisite(s):** Completion of BIT 154 with a grade of 2.0 or higher or instructor permission.

OFTEC 202 **5 credits**
Advanced Information Processing
RE- This course builds on the skills developed in the Information Processing course and expands student skills in Microsoft Access and PowerPoint. Students will use Microsoft Office Suite applications to integrate projects. **Prerequisite(s):** Completion of OFTEC 201 with a grade of 2.0 or higher and keyboard skills of 50 wpm for 5 minutes with no more than 10 errors.

OFTEC 231 **5 credits**
Human Resources Management
RE- This course explores the techniques and principles of personnel supervision and administration including employee recruitment, job analysis, affirmative action, labor relations, compensation, performance appraisal, interviewing, motivation, training and development, and employee health and safety.

OFTEC 235 **5 credits**
Customer Service
RE- Students will study the basic theory of customer satisfaction and how providers can create satisfaction in customers. Students will be introduced to the company/corporate perspective of provision of service, and study variations of those workplace expectations. Students will gain practice in basic service and in working with both average and dissatisfied consumers while upholding company policies. Course will introduce stress reduction techniques, demystifying expectations, negotiating to win/win scenarios, working within the scope of one's position, and meeting deadlines and expectations of employers and customers.

OFTEC 240 **8 credits**
Administrative Office Procedures
RE- This course is designed to enhance students' decision making and critical thinking skills in the office environment. Students will review the procedures for scheduling and planning meetings and taking minutes. Students will also learn to make travel arrangements, including international travel, organize events, such as seminars and conferences, and identify and procure resources for these activities. The course will also address international business concerns. In addition, students will begin to develop reporting and statistical research skills. **Prerequisite(s):** Completion of OFTEC 130 with a grade of 2.0 or higher and keyboard speed of 50 wpm with no more than 10 errors.

OFTEC 260 **5 credits**

Administrative Office Management

RE- The administrative office management course prepares students for a career as an office manager/supervisor. Coursework focuses on management principles, leadership, resource management, and legal concerns. **Prerequisite(s):** Completion of OFTEC 240 with a grade of 2.0 or higher.

PHILOSOPHY

PHIL& 101 **5 credits**

Introduction to Philosophy

H- In this course, students will engage in the study and practice of philosophy. Students will learn to read and evaluate classic and contemporary philosophical texts and will develop the background and understanding to formulate their own answers to questions that have intrigued philosophers through the ages, for example, "What is truth?" "What is knowledge?" "Does God exist?" and "What is the meaning of life?" Other issues will be examined as well, such as the nature of reality, freedom of the will, the nature of morality, and the best way to organize society. This course emphasizes the role of reason and argument in a community of inquiry; the goal is for students to emerge from the class with an understanding of how philosophy is done, a familiarity with key historical texts and themes, and a foundation for further study both within and beyond the discipline. **Prerequisite(s):** Co-enrollment with or completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

PHIL& 106 **5 credits**

Introduction to Logic

H, Q- This course enables students to analyze the structural basis for accepting or rejecting arguments encountered every day, for example, in college lectures and texts, in advertisements and the media, and at work. Drawing upon the three branches of symbolic logic, students will learn to describe the structure of arguments, translate passages in ordinary language into symbolic notation, and determine whether or not arguments are reasonable. **Prerequisite(s):** Completion of MATH 095 and ENGL 100 with a grade of 2.0 or higher.

PHIL 115 **5 credits**

Critical Thinking

H- This course is designed help students decide for themselves what information is reliable and what is not. At the conclusion of the course, students will have the skills necessary to critically evaluate arguments, to distinguish good reasoning from bad, and to recognize inappropriate attempts to manipulate them into accepting ideas or information. Additionally, students will learn to counter faulty reasoning with logical, well-organized arguments that are sensitive to intended audience and purpose. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

PHIL 150 **5 credits**

Ethics and Social Problems

H- Above all, this is a course in learning to disagree constructively in a diverse and pluralistic global society. To that end, students will examine a range of contentious social issues and the reasons individuals and groups have for their positions on those issues. Students will be encouraged to think independently and engage in dialogue about ethics in a variety of contexts and settings, including local, national, and global communities. Students will leave the course better equipped to understand why people differ in their moral judgments and in fuller possession of the tools to continue engaging in the practice of moral reasoning. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

PHIL 238 **5 credits**

Introduction to the Philosophy of Human Rights

GS, H- This course will provide students with an introduction to the philosophy of human rights, providing a foundation for the exploration of applied human rights issues in a global context. Students will develop an understanding of how human rights are conceptualized and justified and then consider a variety of questions, such as: What is a human right and what is its source? Should human rights be universal or are they culturally relative? What sorts of public and/or governmental policies are justified in the name of protecting or securing human rights? Can a human right be forfeited and if so by whom? Could human rights apply to non-humans? Do future generations have human rights? Students will come out of this class with a solid understanding of the main philosophical and conceptual themes in the study of human rights, better prepared to undertake further study and practice of human rights both in academia and the world at-large. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

PHIL 240 **5 credits**

Introduction to Philosophical Ethics

H- This course is designed to help students better understand and evaluate moral claims through an examination of the theoretical criteria upon which those claims are based. Students will be introduced to a number of classic and contemporary works in philosophy that examine questions like: "What makes right acts right?" "What is the role of character in ethical behavior?" "Is pleasure the only ultimate good?" and "What is the nature of justice?" Influential ethical theories such as utilitarianism, deontology, and virtue ethics will be surveyed. Students will come away from the course with a deeper understanding of the basis of morality and be better equipped to evaluate ethical issues they face in their own lives. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher.

PHIL 242 **5 credits**

Biomedical Ethics

H- This course is intended to give students the theoretical background for applying moral reasoning to issues they would likely face as healthcare providers and/or consumers, through an emphasis on philosophical thinking, writing, and dialogue. It explores ethical concerns related to such topics as reproductive rights, end of life care, healthcare rationing, physician responsibilities, genetic technology, human and animal experimentation, disability and the rights of people with disabilities, and other emerging issues in medical and medical-related fields. Students will come out of this class with a deeper sense of what's at stake ethically in medicine and biotechnology and with a greater understanding of how to think and act as medical professionals and consumers in ways that respect the inherent dignity of all people. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

PHIL 243 **5 credits**

Environmental Ethics and Sustainability

H- This course is intended to give students the theoretical background for applying moral reasoning to issues related to environmental use, protection, and sustainability. The class will undertake an examination of philosophical perspectives on the environment and engage in practical application of proposed solutions to environmental problems. Throughout the course, connections between individual and societal, as well as between local and global impacts on the environment will be emphasized. Students will come out of this class with a deeper sense of our ethical obligations to the environment and with a greater understanding of how to how to make choices that support environmental sustainability. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

PHIL 260 **5 credits**

Business Ethics

CKR, H- This course is intended to give students the theoretical and practical skills for applying moral reasoning to issues they would be likely to face in a contemporary global business setting. It explores ethical concerns in marketing, race/gender bias, economics, the natural environment, employee-employer duties, civic relations, global interactions, the use of technology, and more. Students will come out of this class with a deeper sense of what's at stake ethically as businesspeople and with a greater understanding of how to do business in a manner that respects the inherent dignity of all people. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing into ENGL& 101.

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PHIL 267 **5 credits**
Philosophy of Religion
H- This course is a philosophical exploration of questions related to, and inspired by religion and religious belief. Students will examine arguments for and against the existence of God, immortality, and the afterlife, the status of miracles, the relation between morality and religion, the problem of evil, and other issues that emerge from human beings' interest in spirituality and the unknown. Rather than focusing on any one religious faith, the course addresses perennial questions that give rise to religion in general. That said, the material tends towards philosophical issues in western philosophy as it has engaged the Judeo-Christian-Islamic tradition. Students can expect to come out of this course with a clearer sense of how philosophy and religion interact and a better understanding of their own philosophical and spiritual beliefs. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher or placement by testing in ENGL& 101.

PHLEBOTOMY

AH 101 **5 credits**
Phlebotomy Techniques
RE- Phlebotomy is the collection of a sample of blood in order to perform laboratory testing. This course will review entry-level phlebotomy skills including capillary punctures of the heel and finger. Applicable standards and regulations will be reviewed and discussed. **Prerequisite(s):** Acceptance into program. A copy of high school diploma or GED certificate and proof of required current immunizations must be submitted with the application for acceptance. **Co-requisite(s)**: AH 102.

AH 102 **2 credits**
Phlebotomy Techniques Lab
RE- Students will practice performing methods such as entry level phlebotomy skills including venipuncture by syringe, vacutainer, and butterfly methods. Capillary punctures of the finger will also be practiced. All procedures will be practiced using applicable standards and regulations. Students in this course must also register for AH 101. **Prerequisite(s):** Acceptance into the phlebotomy program. A copy of high school diploma or GED certificate and proof of required current immunizations must be submitted with the application for acceptance.

AH 103 **2 credits**
Phlebotomy Workplace Readiness
RE- This course provides students with the interpersonal skills needed to work as a Phlebotomist. Students will learn the professional communication needed for working with patients and the infrastructures of a variety of work environments. Students will prepare for an employer preferred exam and develop job search skills. **Prerequisite(s):** Acceptance into the phlebotomy program. A copy of high school diploma or GED certificate and proof of required current immunization must be submitted with the application for acceptance.

AH 105 **2 credits**
Phlebotomy Clinical Experience
RE- Students obtain practical experience developing and refining phlebotomy techniques in the hospital lab and clinic settings. Students will spend 120 hours in clinical experience and successfully complete 100 patient draws. **Prerequisite(s):** Completion of AH 101 and AH 102 with a grade of 2.0 or higher.

PHYSICS

PHYS& 100 **5 credits**
Physics for Non-Science Majors
NS- Intended for non-science majors, this class is an introduction to scientific inquiry through the exploration of a subset of topics covered in a general physics series. Students will be encouraged to examine science's place in a global, cultural context. With an emphasis on active discovery, students are guided to construct scientific concepts for themselves based on their own observations and hands-on experimentation. A major goal is to view science as an active process of inquiry as opposed to a memorized, stagnant body of knowledge. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher; and placement into MATH 085 or above.

PHYS 111 **5 credits**
Physics of Sustainable Energy
NS- Intended for Environmental Technology and Sustainable Practice (ETSP) majors as well as non-science majors, students will explore several physics concepts that relate to power generation and sustainable energy. Students will engage with scientific methods and be encouraged to examine science's place in a global, cultural context. With an emphasis on active discovery, students are guided to construct scientific concepts for themselves based on their own observations and hands-on experimentation. A major goal is to view science as an active process of inquiry as opposed to a memorized, stagnant body of knowledge. **Prerequisite(s):** Completion of ENGL 100 with a grade of 2.0 or higher; and placement into MATH 085 or above.

PHYS& 121 **5 credits**
General Physics I
NS- This course is the first in a three quarter sequence designed for liberal arts and other majors that do not require calculus-based physics. Students will learn and apply the laws that govern motion, explore the relationship between work and energy, and examine momentum. Laboratory activities extend lecture concepts and introduce the student to the experimental process. **Prerequisite(s):** Co-enrollment with or completion of MATH 095 with a grade of 2.0 or higher. (LAB)

PHYS& 122 **5 credits**
General Physics II
NS- This course is the second in a three quarter sequence designed for liberal arts and other majors that do not require calculus-based physics. Students will study the property of fluids, the relationship between energy, heat, and kinetic theory, and use the laws of thermodynamics to describe the changes in energy. Students also learn the properties and applications of electricity and magnetism. Laboratory activities extend lecture concepts and expose the student to an array of basic tools of experimental physics and data analysis. **Prerequisite(s):** Completion of PHYS& 121 with a grade of 2.0 or higher. (LAB)

PHYS& 123 **5 credits**
General Physics III
NS- This course is the third in a three quarter sequence designed for liberal arts and other majors that do not require calculus-based physics. Students explore sound waves and the behavior of light described as rays (geometric optics) and as waves (wave optics). Students also learn the scientific process by examining the development of the special theory of relativity. Laboratory activities extend lecture concepts and emphasize the connection between experimental observation and construction of physics theories. **Prerequisite(s):** Completion of PHYS& 121 with a grade of 2.0 or higher. (LAB)

PHYS& 221 **5 credits**
Engineering Physics I
NS- This course is the first in a calculus-based sequence designed for physical science and engineering majors. Students gain an in-depth conceptual and analytical understanding of the motion of objects. Laboratory activities extend lecture concepts and introduce the student to experimentation with laboratory instruments and equipment. **Prerequisite(s):** Co-enrollment with or completion of MATH& 151 with a grade of 2.0 or higher. (LAB)

PHYS& 222 **5 credits**
Engineering Physics II
NS- This course is calculus-based and designed for physical science and engineering majors. Students gain an in-depth conceptual and analytical understanding of electrical and magnetic phenomena. Laboratory activities extend lecture concepts and emphasize the connection between experimental observation and construction of physics theories. **Prerequisite(s):** Completion of PHYS& 221 with a grade of 2.0 or higher; and completion of MATH& 151 with a grade of 2.0 or higher. (LAB)

PHYS& 223 **5 credits**

Engineering Physics III

NS- This course is calculus-based and designed for physical science and engineering majors. Students gain an in-depth conceptual and analytical understanding of sound, light, and optics. Topics in modern physics are also explored. Laboratory activities extend lecture concepts and emphasize data collection and analysis. **Prerequisite(s):** Completion of PHYS& 221 with a grade of 2.0 or higher; and completion of MATH& 151 with a grade of 2.0 or higher. (LAB)

POLITICAL SCIENCE

POLS& 101 **5 credits**

Introduction to Political Science

SS- Students in this introductory political science course will explore and analyze political philosophies, political ideologies, the historical development of political thought, and examine the reasons people choose an ideology over others. They will learn to articulate key attributes of democracy, authoritarianism, and the major "isms" (liberalism, conservatism, capitalism, socialism, communism, and fascism) and will analyze how well each ideology has dealt with social, economic, and political problems. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

POLS& 200 **5 credits**

Introduction to Law

SS- This course examines the historical development of American legal institutions and assesses the nature and function of the judicial process. Students will learn to recognize the social and behavioral nature of law and will be able to assess and articulate basic legal principles and processes. Special attention will be placed on helping students to develop legal knowledge and reasoning skills. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

POLS& 202 **5 credits**

American Government

SS- This course explores the strengths and weaknesses of various interpretations of American democracy and evaluates the changing nature of the American political system-- its origins, institutions, and operations. Students will learn to describe and analyze the nature of politics, power and policies, analyze formal and informal institutions of government, articulate conventional and unconventional means of citizen participation, and interpret political outcomes. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

POLS& 203 **5 credits**

International Relations

GS, SS- This course introduces students to the field of international relations. It will focus on basic concepts such as nations and nationalism, the nature of the interstate system, the United Nations, power, international conflict and war, and prospects for peaceful conflict resolution. Students will also be introduced to the various modes through which nation-states interact, including, trade, war, diplomacy, and alliances. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

POLS& 204 **5 credits**

Comparative Government

GS, SS- This course compares the varied political systems and governance structures of the world. By focusing analysis on selected countries and indigenous governments, students will learn to assess world issues and problems in their full historical, economic, and cultural contexts. They will apply basic methods of comparative research and compare key attributes of world political systems. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

POLS 205 **5 credits**

Politics of the Middle East and North Africa

CKR, GS, SS- This course offers an in-depth examination of the political economy, cultural, and social history of the Middle East and North Africa. It employs a broadly comparative perspective to shed light on some of the more vexing problems shared in common by the various states and societies in the region. The course focuses on such issues as the emergence of competing ideological systems, political culture and competing world views, problems of economic development and democratization, mass mobilization and social movements, and regional conflict and war. At the end, it is hoped that students will acquire the analytical skills necessary for challenging resilient stereotypes about the region, and for independently making sense of historical and contemporary problems in Middle East and North Africa. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

POLS 206 **5 credits**

State and Local Government

SS- This course focuses on the institutions, processes, and challenges involved in making and implementing public policy at both the state and local level. Students will examine the political and legal foundations of state and local governments and the factors that influence policy outcomes to understand 1) how state and local governments function, 2) what allows governments to meet the needs of their constituents and 3) what prevents governments from achieving their goals. Although this course will focus on state and local government generally, it will give special attention to the state of Washington. **Prerequisite(s):** Completion of ENGL 90 with a 2.0 or higher or placement by testing in ENGL 100.

PSYCHOLOGY

PSYC& 100 **5 credits**

General Psychology

SS- This course provides an introduction to human behavior and mental processes, so that students will become conversant with the history of psychology, as well as current issues and careers in psychology. Core topics include critical thinking and research methods in psychology, neuroscience, and learning. Additional topics may include social behavior, personality, psychological disorders and treatment, human development, cognitive psychology, emotions/stress/health, cross-cultural psychology, and community psychology. Students can expect to come out of this class with a basic knowledge and understanding of psychological concepts, methods, and issues, and a solid foundation for further study in the field of psychology. **Prerequisite(s):** Co-enrollment with ENGL 100 or placement by testing into ENGL& 101.

PSYC 171 **3 credits**

Human Relations

CKR, SS- Students in this course will explore contemporary issues of human behavior and motivation, interpersonal communication, as well as leadership and management styles. Special emphasis will be placed on helping students to develop human relations skills and the ability to address and negotiate the complexities of multicultural difference in the workplace. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

DESIGNATION KEY
Distribution areas: CKR = Cultural Knowledge, E = Elective, GS = Global Studies, H=Humanities, HP = Humanities Performance, NS = Natural Science, Q=Quantitative Reasoning, RE=Restricted Elective , SS = Social Science

PSYC& 180 **5 credits**
Human Sexuality
SS- This course examines the biological, psychological, and social determinants of human sexuality and sexual behavior. Students will learn about topics related to sexual development (physical and psychological), sexual health, and sexual behavior; throughout the course, the cultural and psychological influences on sexual behavior and perceptions will be addressed. **NOTE:** This course will deal with mature content. Parental permission will be required for students who are under 18 years of age. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing in ENGL 100.

PSYC& 200 **5 credits**
Lifespan Psychology
SS- This course examines patterns of development and theories regarding human physical, cognitive, social, and emotional development through the lifespan. Students will learn to apply models of human development, apply major developmental theories and methods, and draw multiple interpretations from careful description of human behavior across cultures. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher; and successful completion of an introductory college level course in one of the following disciplines: ANTH, EDUC, PSYC, or SOC with a grade of 2.0 or higher.

PSYC 210 **5 credits**
Cognitive Psychology
SS- This course examines the major theories, research methods, and research findings of cognitive psychology. The historical development of the field and connections to other major theories of learning will also be discussed. Students will explore the complex mental processes that support learning, memory, and problem solving. Special emphasis will be placed on understanding the applications of cognitive psychology to fields such as business, education, and the law. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher; and successful completion of an introductory college level course in one of the following disciplines: ANTH, EDUC, PSYC, or SOC with a grade of 2.0 or higher.

PSYC& 220 **5 credits**
Abnormal Psychology
SS- This course provides an introduction to human behavior patterns culturally labeled as mental illness, examining theories and constructions of psychological disorders currently used in U.S. society. Students will learn to describe the major categories of disorders, their etiology, incidence, and treatment as well as cultural attitudes towards such patterns of behavior. **Prerequisite(s):** Completion of an introductory college course in ANTH, BIOL, PSYC, or SOC with a grade of 2.0 or higher.

PSYC 250 **5 credits**
Cross-Cultural Psychology
CKR, SS- This comparative cross-cultural psychology course explores various psychological perspectives, such as "Western," "Eastern," and "African," with the assumption that psychological theories are deeply rooted in the underlying socio-cultural assumptions from which they emerge. Students will explore the impact of culture on cognition, development, emotion, motivation, health and disorders, individual and group behavior, and intercultural perceptions and interaction, while examining ethical issues relevant to conducting research across cultures. **Prerequisite(s):** Completion of one of the following with a grade of 2.0 or higher: ANTH& 205 or ANTH& 206, or college level PSYC or college level SOC.

PSYC 251 **5 credits**
Organizational Behavior
CKR, GS, SS- This course in the psychology of work explores interpersonal behavior in the context of organizations and bureaucracies at the individual, group, and organizational levels. Students will develop skills that enhance performances at these levels, and understand multicultural differences in the workplace and other formal settings. Special emphasis will be placed on evaluating the nature and role of diversity in the workplace and business environment. Diversity is conceptualized as phenomena that include dimensions such as gender, cultural/racial/ethnic variables, sexual orientation, disability, religious preferences, etc. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

SOCIAL SCIENCE

SOSCI196 **1-5 credits**
Social Science Individualized Project I
Students will research a topic of interest and produce a project or performance. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor in collaboration with the student(s). **Prerequisite(s):** Instructor permission.

SOSCI197 **1-5 credits**
Social Science Internship I
The student will identify an opportunity for an internship or volunteer project that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

SOSCI198 **1-5 credits**
Special Topics in Social Science I
The instructor, possibly in collaboration with students, designs course content, activities, and learning outcomes that address a new topical or thematic approach to content within the social sciences. This is not an independent study course, but is meant to be taught to a group of students. **Prerequisite(s):** Instructor permission.

SOSCI199 **1-5 credits**
Service Learning in Social Science I
Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

SOSCI296 **1-5 credits**
Social Science Individualized Project II
Students will research a topic of interest and produce a project or performance. The content, learning outcomes, and assessment methods of the project are developed by the supervising instructor in collaboration with the student(s). **Prerequisite(s):** Instructor permission.

SOSCI297 **1-5 credits**
Social Science Internship II
The student will identify an opportunity for an internship or volunteer project that matches both the outcomes of the student's program and their interests. Together with an instructor, the student will complete a written contract that specifies the learning outcomes and defines the duration of the course and the credits to be granted upon successful completion. **Prerequisite(s):** Instructor permission.

SOSCI298 **1-5 credits**
Special Topics in Social Science II
The instructor, possibly in collaboration with students, designs course content, activities, and learning outcomes that address a new topical or thematic approach to content within the social sciences. This is not an independent study course, but is meant to be taught to a group of students. **Prerequisite(s):** Instructor permission.

SOSCI299 **1-5 credits**
Service Learning in Social Science II
Service learning provides a mechanism to combine academic studies with community service. In concert with a faculty advisor and community agency representative, students develop and apply scientific skills and expertise in a community setting. The student will be involved in defining the project scope and will be required to travel off-campus to the service site. **Prerequisite(s):** Instructor permission.

SOCIOLOGY

SOC& 101 **5 credits**

Introduction to Sociology

CKR, SS- This course explores fundamental sociological principles and seeks to describe individuals in both group and societal contexts. Students will learn to use sociological thinking to develop a lens through which to view and experience the world. They will apply sociological methods to articulate the nature and function of culture, socialization, social interaction, inequality, stratification, and dissent. **Prerequisite(s):** Co-enrollment with or completion of ENGL 100 with a grade of 2.0 or higher.

SOC 150 **5 credits**

Social Inequality

CKR, SS- This course introduces students to the dynamics of inequality in the United States by examining social statuses such as race, class, gender, and sexuality. Students explore how such statuses are interconnected, how each is embedded in the social structure, and how the lives of individuals develop in the context of their position in society. Students will learn to locate themselves within local and national contexts and explore their own relationship to power, and privilege. Students also will discuss strategies for change, such as political agency and social policy. This course may include a community-based service learning project.

SOC 151 **5 credits**

Race and Ethnicity in the United States

CKR, SS- This course focuses on historical and contemporary patterns of race and ethnic relations in the United States. We will review key sociological perspectives of race and ethnicity. We will consider topics such as racial/ethnic identity formation, immigration, racial discrimination and privilege and race/ethnicity in social institutions, (e.g. education and the criminal justice system). Students will develop a deeper awareness of current public issues, racial/ethnic cultures, and prospects for constructive social change. **Prerequisite(s):** Co-enrollment with or completion of ENGL 100 with a grade of 2.0 or higher.

SOC 231 **5 credits**

Sociology of Sex and Gender

CKR, SS- Students in this course examine social scientific explanations for sex and gender differences and roles, looking across cultures and across gender ideologies. They will draw conclusions from research, fieldwork, and personal narratives in global and domestic cultural contexts in order to articulate the complexities and intersections of race, class, sexuality, and gender in historical and contemporary contexts. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher; and successful completion of an introductory college level course in one of the following disciplines: ANTH, PSYC, or SOC with a grade of 2.0 or higher.

SOC 241 **5 credits**

Sociology of Families

CKR, SS- In this course we will examine the family as a social institution shaped by economic, political, cultural, and historical forces. We also will consider how gender, class, and race/ethnicity impact family experiences. Students will explore topics such as cohabitation, heterosexual marriage, gay and lesbian partnerships, divorce, parenting in traditional and alternative households, domestic violence, and household labor arrangements. Students who complete the course will have a better understanding of issues facing contemporary families and will be able to apply their understanding to their own personal experiences, as well as to their surrounding communities. **Prerequisite(s):** Completion of ENGL& 101 with a grade of 2.0 or higher; and successful completion of an introductory college level course in one of the following disciplines: ANTH, PSYC, or SOC with a grade of 2.0 or higher.

SPANISH

SPAN 100 **1 credit**

Spanish Practice Lab

RE- This one-credit course will provide multimedia and internet activities in a lab format. Students will improve their skills in speaking, listening, reading, and writing and enhance their understanding of grammatical structures. **Prerequisite(s):** Co-enrollment with SPAN& 121, or SPAN& 122, or SPAN& 123 or instructor permission.

SPAN& 121 **5 credits**

Spanish I

GS, H- In this fast-paced course, students begin to communicate in Spanish in simple situations. They are able to describe the immediate environment and to repeat learned dialogs by learning elementary grammar, vocabulary, and pronunciation. Students also begin to learn about the culture, music, art, and literature of the Spanish-speaking world. **Prerequisite(s):** Completion of ENGL 090 with a grade of 2.0 or higher or placement by testing into ENGL 100.

SPAN& 122 **5 credits**

Spanish II

GS, H- In this fast-paced course continuing the work of Spanish I, students increase knowledge of Spanish vocabulary and grammar to improve their communication abilities. They learn to participate in conversations in a variety of social settings and learn more about social and historical aspects of Spanish-speaking cultures. **Prerequisite(s):** Completion of SPAN& 121 with a grade of 2.0 or higher or placement into SPAN& 122.

SPAN& 123 **5 credits**

Spanish III

GS, H- This course continues the work of Spanish II. In it, students improve their ability to speak and write in Spanish by adding to vocabulary and grammar knowledge. Students learn more about Spanish-speaking cultures and how to communicate in them. **Prerequisite(s):** Completion of SPAN& 122 with a grade of 2.0 or higher or placement into SPAN& 123.

SPAN& 221 **5 credits**

Spanish IV

GS, H- In this fourth quarter of college Spanish, students focus on communicating in Spanish with spontaneity and originality. They improve their ability to read, listen, speak, and write in Spanish by building vocabulary and grammatical knowledge. Students learn more about Spanish-speaking cultures through reading, watching films and using the internet in Spanish. **Prerequisite(s):** Completion of SPAN& 123 with a grade of 2.0 or higher or placement into SPAN& 221.

SPAN& 222 **5 credits**

Spanish V

GS, H- Students further develop their communication abilities in Spanish, speaking and writing with greater originality as vocabulary increases. Reading and listening skills improve with further practice with films and literature in Spanish. The emphasis on cultural learning continues. **Prerequisite(s):** Completion of SPAN& 221 with a grade of 2.0 or higher or placement into SPAN& 222.

SPAN& 223 **5 credits**

Spanish VI

GS, H- Students read literature, watch films, listen to music, converse, and learn course material in Spanish to further develop communication abilities. As in previous classes, much of the course content centers around cultural and historical aspects of Spanish-speaking societies. **Prerequisite(s):** Completion of SPAN& 222 with a grade of 2.0 or higher or placement into SPAN& 223.

STUDENTS' RIGHTS AND RESPONSIBILITIES

STUDENT CODE OF CONDUCT

Admission to Cascadia Community College carries with it the expectation that students will conduct themselves as responsible members of the college community. Cascadia has adopted policies governing student conduct, including disciplinary procedures and procedures for resolving conflicts related to student discipline. The student conduct system is designed to protect the rights of each individual to support the community values and to assist students in conducting themselves as responsible members of the college community. (WAC 132Z-115-005)

A complete copy of the Student Code of Conduct is available in the Student Handbook on the Cascadia website.

STUDENT RIGHTS AND RESPONSIBILITIES

Cascadia Community College, a state supported institution of higher education, is a learning-centered college, maintained for the purpose of providing to all learners knowledge and skills for the achievement of their academic, professional, technical, and personal goals. As a public institution of higher education, the college also exists to provide students with the capacity for critical judgment and an independent search for truth toward both optimal individual development and the well being of the entire learning community.

Inherent in the college's mission, vision, and goals are certain rights and freedoms which provide to students the support and respect needed for learning and personal development. Admission to Cascadia Community College provides these rights to students but also assumes that students accept the responsibility to conduct themselves in a manner that does not interfere with the purposes of the college in providing education for all of its learners. (WAC 132Z-112-010)

A complete copy of these policies is available in the Student Handbook on the Cascadia website.

STUDENT RIGHT TO KNOW

In accordance with federal regulations, Cascadia Community College will be required to disclose completion or graduation rates and transfer-out rates for the general student body immediately following the end or 150% of normal time to complete a program. The study group, as specified by federal law, will be relatively small when compared with the general student population. It will include only students who were: enrolled in credit classes full-time, entering any college for the first time, and seeking a degree or certificate or planned to transfer to a four-year college or university. This information will be found on the Cascadia Community College website.

DRUG-FREE SCHOOLS AND CAMPUSES ACT

Cascadia Community College complies with the reporting requirements of the Drug-Free Workplace Act of 1998, the Drug-Free Schools and Communities Act of Amendments of 1989, the Jeanne Clery Disclosure of Campus Security Policy, and Campus Crimes Statistics Act of 1998. This information will be found on the Cascadia Community College website.

In compliance with the Drug-Free Schools and Campuses Act (EDGAR 34 CFR, Part 86), Cascadia annually distributes the following information to students and staff:

- Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol on school property or as part of school activities.
- Cascadia's Student Code of Conduct (WAC 132Z-115-090, paragraph 10) prohibits students from: "The possession, use, sale, or distribution of any alcoholic beverage or illegal drug on the college campus; or while attending a college-sponsored event on non-college property."
- Administrative procedure 6:3.110.08 prohibits employees from manufacturing, distributing, dispensing, possessing, or using a controlled substance;
- A description of the applicable legal sanctions and disciplinary actions.
- Cascadia's Student Code of Conduct (WAC 132Z-115-070) states that "students may be accountable both to civil authorities and to the college for acts that constitute violations of law and of this code." Aside from any criminal proceedings, the college may impose sanctions ranging from a verbal warning to dismissal, as outlined in WAC 132Z-115-120, paragraph 4.
- Administrative procedure 6:3.110.08 outlines the sanctions for employees found to have violated provisions of the Drug-Free Schools and Campuses Act. The policy reads, "Violation of this policy will be reason for disciplinary action up to and including dismissal, or for mandatory evaluation treatment for substance abuse."
- A description of any drug or alcohol counseling, treatment, or rehabilitation/re-entry programs.
- Student Success Services maintains a referral list of agencies and individuals providing support services to students or employees struggling with drug and/or alcohol use/abuse. Such referrals can be accessed by contacting Student Advising and Support Services at (425) 352-8860.
- Administrative procedure 6:3.110.08 states that "Cascadia Community College recognizes drug use and/or dependency to be a health, safety and security problem," and offers employees assistance through the State Employee Advisory Services and/or employee medical insurance plans.

CONFIDENTIALITY OF RECORDS

Cascadia Community College has adopted procedures in compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974, assuring the rights of a student to view his or her educational records, upon request. In response to outside inquiries about students, the policy of Cascadia is to provide the following directory information:

- Name
- Address
- Telephone number
- Student email address
- Current amount owed
- Dates of attendance
- Area of study
- Degree or certificates earned

If a student owes a debt to the college we will not release their transcripts and will not verify their degree or certificate. Exceptions include a subpoena, emergency situations, compliance with the Solomon Amendment and Department of Education requests through the Patriot Act, and the National Student Clearinghouse. Student ID numbers are provided to the campus library for UW NetID and to the campus bookstore for their annual rebate program. Students may permit disclosure of additional information to specific persons who provide photo identification, by signing a Release of Information form and submitting the form and showing their photo identification to the Kodiak Corner main counter. See details on FERPA and the Solomon Amendment.

SOCIAL SECURITY NUMBER

Students' social security numbers (SSN) are confidential and, under the Family Educational Rights and Privacy Act (FERPA -a federal law), the college will protect them from unauthorized use and/or disclosure. In compliance with state/federal requirements, a student's SSN will not be authorized for identification purposes except for state and federal financial aid, American Opportunity/Lifetime Learning tax credits, academic transcripts, assessment, accountability research, or as otherwise stated by law. Cascadia assigns each student an alternative identification number upon application to the school and/or class registration.

Students must complete a non-disclosure form if they choose not to provide a social security number. The Internal Revenue Service could possibly impose a $50 fine for non-disclosure.

SOLOMON AMENDMENT

Under Public Law 104-208 Cascadia Community College is directed by the federal government to provide the names, addresses, telephone numbers, date of birth, level of education, major and/or degrees received, and prior military experience for all our students. Students who do not wish this information to be released should submit a written request to the Kodiak Corner main counter.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Cascadia Community College complies with the Family Educational Rights and Privacy Act (FERPA) of 1974 concerning the information that becomes a part of a student's permanent educational record and governing the condition of its disclosure. Under FERPA, students are protected against improper disclosure of their records. This federal law affords students certain rights with respect to their educational records. They are as follows:

1. The right to inspect and review the student's educational record within 45 days of the day the college receives a request for access.
2. The right to request the amendment of the student's educational records that the student believes is inaccurate or misleading.
3. The right to consent disclosure of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure with consent.
4. The right to file a complaint with the U.S. Department of Education concerning failures by Cascadia to comply with the requirements of FERPA.

At the post secondary level, rights under FERPA are afforded the student and not the parent of the student. A student attending Cascadia Community College who is under 18 would have the FERPA rights just as someone over the age of 18. FERPA rights apply to former students as well.

RELEASE OF STUDENT INFORMATION

To protect student privacy, photo identification is required to view, receive copies of educational records, change student information, or enroll, drop, or withdraw from classes.

NAME CHANGES

To change the name shown on Cascadia records, students must complete a Student Information Update form and submit photo identification with the new legal name and acceptable proof of name change to the Kodiak Corner main counter. Acceptable proof would be a marriage certificate or court order.

ADDRESS CHANGES

Students are responsible for informing the college of their current address. If your address changes, you may update the address change through Student Online Services. Address changes can also be updated by submitting a Student Information Update form with photo identification to the Kodiak Corner main counter.

HOLDS ON RECORDS

Students who have been placed on academic suspension or who have outstanding debts owed to the college (such as traffic and parking fines, library fines, or instructional materials due) will not be allowed to register or make class schedule changes until these have been cleared. Likewise, transcripts, certificates, or diplomas will not be released until debts are cleared. The release of a Hold on Record may take up to two business days to process.

OFFICIAL TRANSCRIPT AND TRANSCRIPT REQUESTS

An official transcript is a copy of a student's academic record; it shows courses taken, credits earned, grades received, transfer credits accepted, and degrees or certificates earned at Cascadia. An official transcript carries the college's seal.

An "official" transcript for students who have attended other colleges must:

1. Be mailed by the former college directly to Cascadia's Kodiak Corner main counter
   Or
2. Be delivered by the student, (unopened in an envelope which has been officially sealed by the former institution) to the Kodiak Corner main counter.

LEAVE OF ABSENCE

A student who is seeking a degree at Cascadia and absent from the college for **less** than one calendar year may retain the right to register in the same order of priority as a continuing student. However, this right does not guarantee re-entry into any specific course or instructional program.

To re-enroll, students must:

1. Update biographical information such as an address change through Cascadia's website or submit a completed Student Information Update form available online and in Kodiak Corner to the main counter with photo identification.
2. Notify the Kodiak Corner main counter of return as a Degree-Seeking (matriculated) Student.
3. A registration appointment will then be assigned for the quarter.

A student who is seeking a degree at Cascadia and absent from the college for **more** than one calendar year may retain the right to register in the same priority as a continuing student. However, this right does not guarantee re-entry into any specific course or instructional program.

To re-enroll, students must:

1. Complete steps 1 and 2 as listed above.
2. Meet with an academic advisor as returning Matriculated Student (degree seeking at Cascadia) for updates on program changes and educational plan.
3. A registration appointment will then be assigned for the quarter.

FACULTY AND ADMINISTRATION

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GLOSSARY

Academic Advisors
Academic advisors assist students with short-term and long-term educational planning in the areas of degree/certificate completion, the transfer process, university admissions and Student Success Services referrals.

Academic Year
The period of formal academic instruction, divided into summer, fall, winter, and spring quarters.

Audit
Registration in a class for which enrollment is official; however, no grade or credit will be granted.

Certificate Programs
A professional technical certificate gives you the knowledge and skills you need for a specific job. All certificate programs are designed to take less than 2 years to complete. They are coordinated with Cascadia's professional technical degrees and associate degrees to make it simple to continue your education if or when you choose. Cascadia also offers non-credit certificates through the Continuing Education department.

Direct Transfer Agreement (DTA)
The Direct Transfer Agreement (DTA) Associate degree is awarded to students who have completed a transfer curriculum that should fulfill most lower-division general education requirements for a baccalaureate degree at 4-year institutions within Washington State.

eLearning
A method of instruction which allows students to complete all or part of their coursework through the use of technology like the internet, the ANGEL course management system, videos, blogs, and wikis.

Faculty Advisor
A faculty member who assists students with course eligibility requirements, course selection for major area of interest and offers quarter-to-quarter guidance for program completion.

Grade Point Average (GPA)
A student's GPA is the average of decimal grades given for each course attempted. Students will find two GPAs on their records. The cumulative (CUM) GPA includes all coursework attempted. The college level (CLVL) GPA includes only those classes that are college level.

Hybrid Course (section code H)
An eLearning course that displaces some, but not all class time with web-based tools. For example, students may attend class on campus one day a week and complete the work for the week online through group projects, discussions, and other activities

Incomplete
This grade may be given at your request with the instructor's approval. A grade of I may be appropriate when you have already completed a majority of work for the course, have passing grades, are unable to finish the remaining coursework by the end of the quarter, but will be able to complete the coursework with no additional instruction. Additional information on the Grading System is available online.

Integrated Learning
Integrated Learning courses utilize a variety of structures. These include Learning Communities (see below), as well as paired sections of courses that have assignments centered around a common theme. In some cases, you must register for both courses. In other cases, enrolling in both courses is recommended in order to enhance your learning experience, but is not required. All integrated learning courses and course combinations are designed to assist students in developing the ability to use what they learn and then take that knowledge and apply it in real-world contexts. Please refer to the quarterly schedule for specific information on integrated learning offerings.

Item Number
The four-digit number that identifies each class and section in the quarterly class schedule.

Learning Community
Learning Communities (see also Integrated Learning) offer an alternative to the traditional individual course approach. These programs are based on specific themes, and synthesize knowledge and ideas across different disciplines. Learning Communities are a cohort of students enrolled in two classes in which they experience an explicitly designed common theme that links the two content areas. Students learn to understand patterns and make connections among different schools of knowledge, and to integrate their studies with personal experience. A typical Learning Community might meet two days a week for four hours daily. The course may include workshops, seminars, lectures, online assignments, field trips, group projects, and writing assignments. Seminars play a crucial role in the learning process. Participants learn to analyze and critique arguments, cooperate in group discussion, read critically, and debate logically. Writing assignments and group projects allow students to clarify and express their ideas and make connections among many subjects. Learning Communities represent an integrated educational approach. Courses within these coordinated studies programs may apply to the AIS and AS-T degrees, and may transfer to other colleges and universities.

Major
The subject or department in which a student takes concentrated coursework, leading to a specialty.

Major Related Degree Pathways (MRP)
Major related pathways ensure that students will have completed the lower-division requirements for entry into their chosen major. They will also have completed the writing, mathematics, and other general education requirements normally completed in the first two years by students entering that major at a university.

Matriculation – Degree Seeking Students
The formal admission application and acceptance of a student who wishes to take courses for a college degree or certificate.

Non-Matriculated Students – Non-Degree Seeking Students
Students not seeking a degree or certificate are considered non-matriculated students and may register for up to 10 credits per quarter.

Online Course (section code OL)
An eLearning course that has no on campus meetings; the course meets entirely online (though there may be a required orientation and/or proctored exams). The courses are not self paced, rather students engage regularly and actively through group projects, discussions, and other activities.

Open Learning Center
The Open Learning Center is a computer lab where students can receive assistance with technology needs and completing class assignments.

Over-enrollment
Permission given by an instructor to register for a class that has reached its capacity of registered students.

Overload
Permission required by an academic advisor to take more than 24 credits per quarter.

Placement Assessment
Testing that is required to determine students' skill level in math, reading and writing. Scores are used for placement purposes only.

Prerequisite
Any placement level or coursework that must be completed prior to enrolling in a class.

Transcript
The official record of courses attempted including course titles, levels, earned credit and grades. Transcripts will document quarter-by-quarter GPA, cumulative GPA, and college-level GPA.

Web Enhanced Course
A course that does not replace any face-to-face seat time but where access to web-based tools is required. For example, students may be required to submit assignments or take quizzes online.

Withdrawal
The official removal of a student from a class roster. It is the student's responsibility to avoid receiving a 0.0 grade for a class they have stopped attending by officially withdrawing from that class.

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