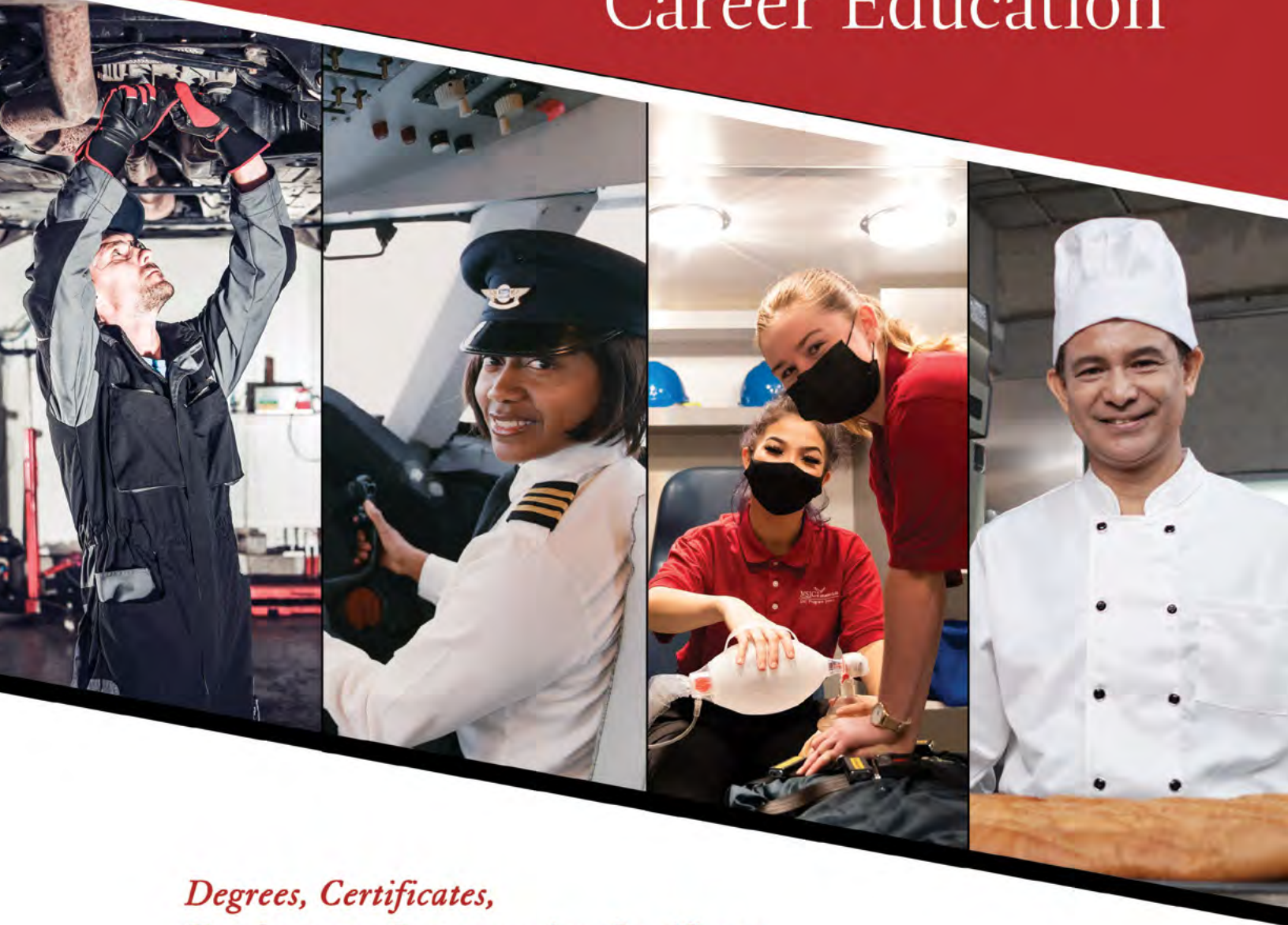


MSJC | Mt. San Jacinto College

San Jacinto Campus ♦ Menifee Valley Campus ♦ Temecula Valley Campus

Career Education



*Degrees, Certificates,
Employment Concentration Certificates*

MSJC CAN GET YOU *ready.*

MSJC.edu

Mt. San Jacinto College
Career Education Catalog
msjc.edu/CareerEducation



Mt. San Jacinto College complies with all federal and state rules and regulations and does not discriminate on the basis of ethnic group identification, national origin, religion, age, sex, gender, gender identification, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. Inquiries regarding a compliance activity may be directed to the District's Interim Director of Judicial Affairs, Aysia Pennell, whose duties include Title IX Coordinator/Section 504 issues, at 951.487.3301.

Funded by the Carl D. Perkins Act of 2006 grant #18-C01-035

Career Education

Career Education programs are designed to engage, motivate and prepare students for the future. They are pathways that allow students to learn by exploring, collaborating and doing. The academic, technical and workplace skills offered through Career Education are essential to success for all working adults. These programs are taught by instructors and experts to build the comprehensive skillsets needed for success in the jobs of today and well into the future. Learn about the career paths and opportunities available.

Program Awards

Each of the programs highlighted in this catalog leads to some type of award or degree. Our programs offer Associate in Science Degree, Associate in Arts Degree, State-Approved Certificates and/or Employment Concentration Certificates.

Associate in Science Degree

The Associate in Science Degree will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Associate in Arts Degree

The Associate in Arts Degree will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Transfer Associate Degrees

California Community College students who have earned a transfer associate (A.A./A.S.-T) degree are guaranteed junior standing and priority admission consideration over all other transfer students when applying to a CSU baccalaureate (B.A./B.S.) degree program that has been deemed similar to the student's community college area of emphasis. Once admitted to a similar baccalaureate (B.A./B.S.) degree program, the transfer associate degree student will only be required to complete 60 additional prescribed units to qualify for the similar baccalaureate (B.A./B.S.) degree.

State-Approved Certificates

These programs take 18 units or more to complete and may lead to an Associate in Science degree.

Employment Concentration Certificates

These locally awarded certificates take 18 units or less to complete and may help an individual renew or update career skills. They also may lead to employment competency or salary advancement but do not lead to an Associate in Science degree. They can be used as a stepping stone towards earning a state-approved certificate or Associate in Science degree.



Counseling

Students should always see a counselor to develop an educational plan. Counseling is available at the following locations:

- San Jacinto Campus
- Menifee Valley Campus
- San Geronimo Pass Campus
- Temecula Valley Campus

 To schedule an appointment with a Career Education counselor, please contact the Career Education Department. [MSJC.edu/HUB](https://www.msjc.edu/HUB)

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Provost's Message

Joyce Johnson, RN, MSN

Provost, Career Education

I am proud to serve as your Provost of Instruction at Mt. San Jacinto College. I am committed to ensuring our students have access to a variety of high-quality, career focused academic programs that support our students to get ready for high-wage, high-skill jobs in our region and beyond.

*At Mt. San Jacinto College, we develop Career Education programs to provide educational opportunities to help students get **READY** for their career and transfer goals. Our Career Education program offers multiple educational pathways designed to provide the technical and professional skills essential for our future workforce to compete in today's job market. These options include Associate in Science degrees, Associate in Arts degrees, state-approved certificate programs, occupational internships, flexible training courses, and more. Career Education programs provide valuable training, whether you are at the beginning of your educational journey, hoping to expand your professional skill set, or looking to launch an entirely new career.*

When developing our programs, we take the time to collaborate with our local and regional business and industry partners, so the programs we provide are responsive to today's ever-changing job market. At MSJC, our goal in Career Education is to provide quality programs that effectively prepare students to enter occupations available in today's fastest-growing industries. We also offer student support to transfer to four-year universities and continue their education. Career Education Programs are affordable and flexible, with courses offered online anytime, day and evening classes, and even hybrid courses. Our desire is for students to reach their career and educational goals. We support all students to choose their future and find the pathway that is best for them through Career Education at Mt. San Jacinto College!

Transforming Learners, Transforming Communities, Transforming Lives: That's our commitment to YOU at MSJC.

Sincerely,

Joyce Johnson, RN, MSN

Provost, Temecula Valley Campus

Career Education & Workforce Development

our mission

The mission of Career Education programs at Mt. San Jacinto College is to engage, prepare and educate learners, communities and employees for careers in a global and competitive workforce.

“As a leader, it’s a major responsibility on your shoulders to practice the behavior you want others to follow.”

— Himanshu Bhatia



Dr. Marilyn Harvey
Menifee Valley Campus
DEAN OF CAREER EDUCATION

Dr. Marilyn Harvey has worked in MSJC Career Education at the Menifee Valley Campus since 2019.

Marilyn has more than 16 years of experience in various roles in Student Services and Career Education. She previously worked as a Consultant/Dean of Academic Affairs with the Online Education Initiative (OEI).

Contact her office at (951) 639-5352 and mharvey@msjc.edu.



Dr. Von Lawson
San Jacinto Campus
DEAN OF CAREER EDUCATION

Von Lawson has worked in MSJC Career Education at the San Jacinto Campus since 2019.

Von has more than 20 years of experience in executive administration. He previously worked as the Dean of Business and Career Technical Education for the Rancho Santiago Community College District.

Contact his office at (951) 639-5352 and vlawson@msjc.edu.



Dr. Hope Farquharson
INTERIM
ASSOCIATE DEAN OF NURSING & ALLIED HEALTH

Dr. Hope Farquharson oversees the operations of our Nursing and Allied Health programs. She has been a nurse for more than 35 years and in academia for nearly 20 years. She taught at the community college, graduate, and doctoral levels.

Contact her office at (951) 639-5577 and hfarquharson@msjc.edu.



Citlali Gonzales
ASSOCIATE DEAN OF COUNSELING

Citlali Gonzales is the Associate Dean of Counseling. Citlali brings 15 years of experience in the educational pipeline including 10 years of both high school and community college counseling experience working to create change for students, families, and communities who have been underserved.

Contact her office at (951) 465-7927 and counseling@msjc.edu.

Our Commitment to Equity and Inclusion

Mt. San Jacinto College has taken swift action to confront systemic racism at our institutions that impact students, faculty, classified professionals and administrators including reducing the opportunity gaps for our African American and Black students.

To read more about MSJC’s Equity Pledge and commitment to ending systemic racism visit: msjc.edu/calltoaction.



Student Success Story

Anisia Kiur

Anisia Kiur graduated from Mt. San Jacinto College's Nursing Program in December 2021.

The Kenyan-born mom of two recalls having a passion for education for as long as she can remember and would walk more than 5 miles a day to go to school in her native country.

She immigrated to California by herself and decided to follow her dream of becoming a Registered Nurse. Kiur credits MSJC for being her support system when she didn't have family nearby.

"A huge thank you to MSJC," she said. "As a single mom with no family nearby, MSJC, especially CalWORKs, gave me the support I needed to succeed."

Kiur just passed the NCLEX-RN exam and plans to complete her Bachelor of Science in Nursing at Grand Canyon University but notes she won't stop there. She also plans to pursue a Master of Science in Nursing.

“As a single mom with no family nearby, MSJC, especially CalWORKs, gave me the support I needed to succeed.”

— *Anisia Kiur*

MSJC Career Education Highlights



Creating Pathways for Success

The Career Education Department at Mt. San Jacinto College supports K-12 students as they prepare for their college and career journey. MSJC coordinates Virtual Career Exploration Events to showcase MSJC's amazing Career Education Programs. Each event provides opportunities for students to discover the career opportunities available in these high wage – high demand industries. During each week-long virtual event students can participate in a variety of virtual workshops throughout the week where they learn more about the career opportunities available in these industries. This virtual event is a great way for students to learn about the

current trends and skills needed to be successful in this industry. Students have access to virtual self-guided workshops, MSJC College Panel Session, Industry Panel Session, and the opportunity to check out the opportunities available at Mt. San Jacinto College.



Eagle MakerSpace – Menifee Valley Campus

The Mt. San Jacinto College Eagle MakerSpace is a collaborative workspace on the Menifee Valley Campus where making, learning, exploring and sharing happens. The Eagle MakerSpace was created with Strong Workforce Funding, a state initiative aimed at developing more workforce opportunities and lifting low-wage workers into living-wage jobs through Career Education.

The MakerSpace was created to inspire students with STEAM skills to succeed in the innovation economy and has proven to be successful, becoming extremely popular among students, staff and faculty.

In 2020, MSJC Eagle MakerSpace notably manufactured face shields during the COVID-19 pandemic to help local hospitals provide extra protection for their healthcare professionals.

Tools and Equipment:

- 3D Printers:
 - Replicator+
 - Method
 - Method X models
- Universal brand Laser Etcher/Engraver
- Button Maker

Contact

Makerspace@msjc.edu



AniMakerSpace – San Jacinto Campus

Contact

Makerspace@msjc.edu

Mt. San Jacinto College partnered with Redlands' Garner Holt Education Through Imagination (GHETI) to build an Animatronic Makerspace at the San Jacinto Campus.

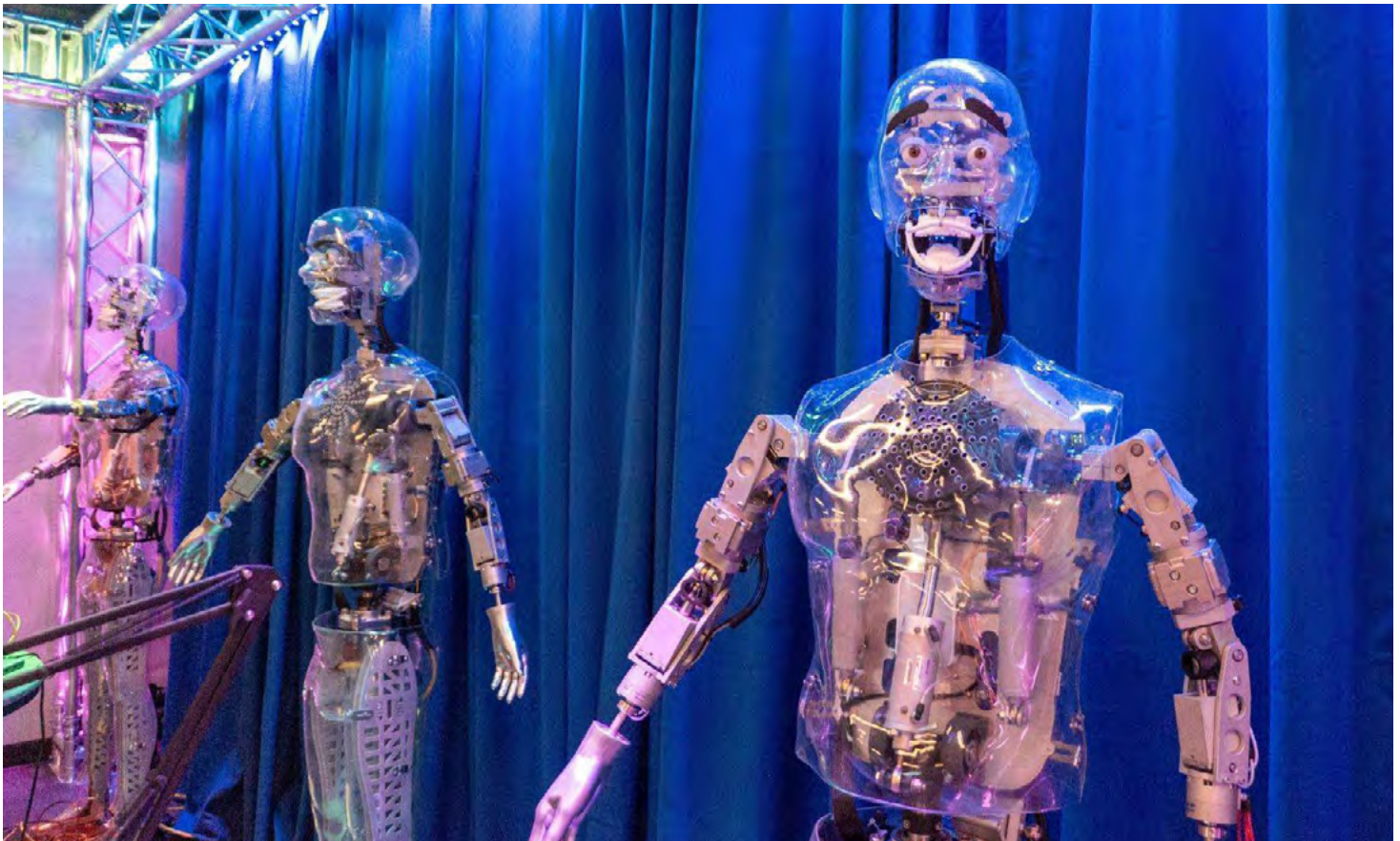
MSJC's AniMakerspace is the first full animatronic makerspace that GHETI has helped install on a community college campus and houses a collection of industry-standard equipment.

This unique space will give STEM/STEAM students the skills and inspiration needed to become future innovators of the aerospace, entertainment, and medical industries.

The project was funded by Mt. San Jacinto College local share of the Strong Workforce Program from the California Community College Chancellor's Office.

Tools and Equipment:

- Three Full-Size Animatronic Robots
- Laser Engravers
- CNC Machine
- 3D Printers
- Vacuum Former System
- Vinyl Cutting Machines
- 10-Needle Embroiders
- Sewing Machines
- 86-Inch Monitors



Career Education Workshops

MSJC Career Education Job Developer/ Placement Coordinator Nesha Hill has put together a series of work-readiness workshops open to all MSJC students. The workshops are intended for students to gain knowledge that can be applied to their professional development or career search journey.

Workshops include Résumé Development, Interviewing, Cover Letter, Networking, Writing a Federal Resume, Navigating MSJC Digital Job Board (Job Speaker), How to Use LinkedIn & Build Your Personal Brand, and Mock Interviews, where students have a chance to schedule an interview with a staff member and receive feedback and support. In the Networking

workshop, students learn the importance of networking, building and leveraging their professional identity, and creating their professional elevator pitch.

Students are also given the opportunity to meet with business owners and managers from the community to gain insight into what they look for in their employees. The workshops are free and are held at the San Jacinto Campus, Menifee Valley Campus, and Temecula Valley Campus. For more information regarding the next workshops, contact MSJC Career Education at 951.639.5281



Mobile Career Center

The Mt. San Jacinto College Mobile Career Center features 14 computer stations and an interview station. The Mobile Career Center visits schools and job fairs, participates in community parades, and provides community workshops on résumé writing and interview skills. College officials will also collaborate with local agencies to attend various regional conferences, meetings and trade shows.

“Whether you’re at Mt. San Jacinto College to get a certificate, upgrade your skills or start a new career, MSJC Career Education is here to help you succeed,” said Joyce Johnson, Executive Dean of Career Education.

“The Mobile Career Center is a logical next step that enables us to send our knowledgeable resources out into our communities to help people further their education or prepare to land their next job. MSJC will be there to help them succeed and thrive in today’s workforce.”





Student Success Story

Francisco Aguirre

Francisco Aguirre earned his associate degree in Water Technology in August 2021.

He decided to return to school after taking a 10-year hiatus to pursue a career change in Water Technology. With the help of MSJC Career Education Counselors, Aguirre was able to intern at Elsinore Valley Municipal Water District through the MSJC Cooperative Work Experience Education (CWEE) Program. His commitment to his courses and internship helped him secure a full-time job as a Water Reclamations Operator in Training at Eastern Municipal Water District in Perris.

“MSJC was a big part all around in me being successful,” Aguirre said. “I received a lot of support from the faculty... and the tutors in the Menifee Valley Campus Library. I really appreciated all of that support.” He plans to continue his education and pursue a bachelor’s degree in environmental science.

“ I received a lot of support from the faculty... and the tutors in the Menifee Valley Campus Library. I really appreciated all of that support. ”

— *Francisco Aguirre*

Career Education Advisory Committee Membership

Definition

Advisory Committees are a partnership between educators and industry representatives to improve the education and skills of students in preparation for the workforce or career enhancement.

Purpose

The purpose of an Advisory Committee is to review and implement the college district's Career Education plan, to assess current program outcomes, to advise on current industry trends, and to recommend improvements in such areas as curriculum, purchase etc, and facilities updates.

Identifying and Developing Skill Standards

Creating Certificate Programs

Strengthening Career Pathways Through Education and Licensure

Leveraging Funds

Roles

- To include representatives from the labor and education industries and to promote comprehensive solutions
- To establish and/or maintain excellent business partnerships
- To engage with employers and understand job market needs
- To focus on specific industries and understand barriers and opportunities
- To monitor and evaluate progress and outcomes for student success
- To provide recommendations on needed equipment, materials, facilities and curriculum for effective learning

Information a Career Education Advisory Committee Member Might Provide:

- Identifying occupational competencies required for entry-level employment and employee characteristics
- Advising on equipment students should be trained to use
- Identifying employment opportunities and internships, hiring practices and industry trends relating to Career Education programs
- Presenting on-the-job training opportunities
- Outlining pay range for entry-level positions and future opportunities



Certificates, Degrees and Employment Concentrations



Mt. San Jacinto College offers many degree programs, as well as a vast array of state-approved certificates and locally approved employment concentration certificates for 11 of the 15 California Industry Sectors as shown in the following table. Please refer to the MSJC College Catalog for specific program requirements and course details.

PROGRAM	DEGREE	CERTIFICATE	EMPLOYMENT CONCENTRATION
Administration of Justice	A.S.-Transfer A.S. Non-Transfer	• Administration of Justice	• Computer Forensics • Corrections
Allied Health			• Emergency Medical Technician (EMT) • Emergency Medical Technician (EMT) Advanced
Audio & Visual Technology	A.S.-Transfer A.A. Non-Transfer	• Audio Technology • Advanced Audio Technology	
Automotive/Transportation Technology	A.S. Non-Transfer	• Automotive/Transportation Technology	• Automotive Emission Technician • Engine Performance Technician • General Certification Technician • General Technician
Aviation Science	A.S. Non-Transfer	• Certified Flight Instructor Certificate • Commercial Pilot Certificate	
Business/Business Administration	A.S.-Transfer A.S. Non-Transfer	• Accounting • Business Administration	• Project Management
Business/Office Administration	A.S. Non-Transfer	• Clerical • Office Administration Technician	• Microsoft Application
Computer Information Systems	A.S.-Transfer A.S. Non-Transfer	• General Track • Internet Authoring • Networking • Programming	• Computer Forensics • Computer Hardware Specialist • Cybersecurity • Internet Authoring Apprentice
Culinary Arts		• Culinary Arts & Hospitality Certificate	
Diagnostic Medical Sonography	A.S. Non-Transfer		

“Success is liking yourself,
liking what you do,
liking how you do it!”

— *Maya Angelou*

PROGRAM	DEGREE	CERTIFICATE	EMPLOYMENT CONCENTRATION
Digital Media	A.S. Non-Transfer	• Digital Media	• Digital Media Design • Digital Media Effects • Social Media Specialist • Video Production • Web Design
Engineering Technology	A.S. Non-Transfer	• Drafting Technology • Technologist Support	• Surveying
Fire Technology	A.S. Non-Transfer	• Fire Technology	• Fire Technology
Legal Assistant	A.S. Non-Transfer	• Legal Assistant	
Management/Supervision	A.S. Non-Transfer	• Management Supervision	
Nursing: Registered Nurse	A.S. Non-Transfer	•	
Photography	A.S. Non-Transfer	• Photography	
Real Estate	A.S. Non-Transfer	• Real Estate	
Teacher Education and Developmental Studies (TEDS)	A.A.-Transfer A.S.-Transfer A.S. Non-Transfer A.S. Non-Transfer	• Child Development & Education • Early Intervention and Inclusion • Teacher • Associate Teacher • California Preschool Foundations and Framework • Infant Toddler Teacher	
Turf & Landscape Management	A.S. Non-Transfer	• Turf & Landscape Management	• Golf and Grounds • Irrigation Technician • Landscaping Operation
Water Technology	A.S. Non-Transfer	• Water Technology	
Wine Industry & Hospitality			• Viticulture, Enology and Winery Technology • Wine Hospitality and Salesmanship

Career Employment Opportunities



Career Education at MSJC can help students become Career Ready for high-wage, high-skill jobs that are currently in demand.

PROGRAM	CAREER OPPORTUNITIES
Administration of Justice/Corrections	<ul style="list-style-type: none">• Police Officer• Deputy Sheriff• Probation Officer• Corrections Officer
Allied Health (CNA, EMT, Medical Assisting)	<ul style="list-style-type: none">• Emergency Medical Technician• Certified Nursing Assistant• Home Health Aide
Audio & Visual Technology	<ul style="list-style-type: none">• Audio and Video Equipment Technician• Sound Engineering Technician• Broadcast Technician
Automotive/Transportation Technology	<ul style="list-style-type: none">• Automotive Service Technician and Mechanic• Automotive Specialty Technician• Automotive Service Advisor• Express Lube Technician
Business/Business Administration	<ul style="list-style-type: none">• General and Operations Manager• Sales Manager• Financial Specialist
Business/Office Administration	<ul style="list-style-type: none">• Executive Secretary and Executive Administrative Assistant• Office Manager• Receptionist
Computer/Information Systems	<ul style="list-style-type: none">• Computer and Information Systems Manager• Computer Systems Analyst• Software Developer, Applications• Telecommunications Engineering Specialist
Diagnostic Medical Sonography	<ul style="list-style-type: none">• Diagnostic Medical Sonographer
Digital Media	<ul style="list-style-type: none">• Sound Engineer• Web Developer• Graphic Designer

“Choose a job you love,
and you will never have to work
a day in your life.”

— *Unknown*

PROGRAM	CAREER OPPORTUNITIES
Engineering Technology	<ul style="list-style-type: none"> • Architectural Drafter • Electrical Drafter • Mechanical Drafter
Fire Technology	<ul style="list-style-type: none"> • Municipal Firefighter • Fire Inspector
Horticulture/Turf Management	<ul style="list-style-type: none"> • First-Line Supervisor of Landscaping, Lawn Service and Groundskeeping Work
Legal Studies/Paralegal	<ul style="list-style-type: none"> • Paralegal and Legal Assistant • Title Examiner, Abstractor and Searcher • Legal Support Worker
Management/Supervision	<ul style="list-style-type: none"> • Sales Manager • Administrative Services Manager • Industrial Production Manager
Nursing: Registered Nurse (RN)	<ul style="list-style-type: none"> • Registered Nurse
Photography	<ul style="list-style-type: none"> • Photographer
Real Estate	<ul style="list-style-type: none"> • Property, Real Estate and Community Association Manager • Assessor • Appraiser, Real Estate • Real Estate Broker • Real Estate Sales Agent
Teacher Education and Developmental Studies (TEDS)	<ul style="list-style-type: none"> • Preschool and Childcare Center Director • Teacher Assistant • Preschool Teacher
Technical Theater	<ul style="list-style-type: none"> • Lighting Designer/Technician • Set Designer • Theatre stage manager
Water Technology	<ul style="list-style-type: none"> • Water and Wastewater Treatment Plant and Systems Operator • Customer Service Representative • Water Distribution Operator
Wine Industry & Hospitality	<ul style="list-style-type: none"> • Winery Production Worker • Winery Tour Guide • Wine Sales Representative



MSJC CalWORKs Vision Statement

Helping students achieve self-sufficiency, confidence and empowerment by guiding them to available resources while we strive to be compassionate, supportive and motivating.

The MSJC CalWORKs program serves students and their families by providing educational and career opportunities combined with an array of high-quality support services that enable students to complete their educational goals, find meaningful employment and successfully transition into the workforce.

MSJC CalWORKs program works in collaboration with the Department of Public Social Services to assist students with their education, training and job skills. If you are a CalWORKs/TANF (Temporary Assistance for Needy Families) cash aid recipient with minor children and are attending or planning to attend MSJC, you may be eligible to receive special support services.

CalWORKs Student Services Include:

- Academic, career and personal counseling
- Priority registration – for Satisfactory Academic Progress (SAP) eligible CalWORKs students only
- Case management and tracking of student progress
- Work-study program – employment on campus
- Computer Lab – use our computer lab to study and to complete and print required assignments
- Childcare – Referrals to the Child Development Center
- Limited school supplies
- Laptop Loan Program – borrow a laptop to complete required assignments for your classes
- Providing information about welfare-to-work requirements
- Workshops on Work/Life Skills – each semester we provide workshops to help you grow personally and professionally (CalWORKs students are mandated to attend one per semester)

i For more information, contact the MSJC CalWORKs program at 951.487.3475 or email us at Calworks@msjc.edu



CalWORKs Work-Study Program

MSJC CalWORKs work study provides on and off campus employment for CalWORKs students who are enrolled in at least 6 units and have a minimum 2.0 G.P.A. The CalWORKs Job Developer works with students to find employment closely related to their major. Work-study employment placements provide an opportunity to gain current work experience while completing educational goals.

Contract and Community Education

Community Education and Workplace Training provides training opportunities for personal enrichment, professional growth and economic development.

Fee-Based Not-for-Credit Classes Include:

Personal Enrichment classes and short seminar series provide personal development, leisure and recreation opportunities for the whole family. Topics include arts, crafts, cooking, dance, language, music, and day excursions to explore local activities.

Professional Development classes and workshops are designed to help update your workplace skills. Topics include: Notary, Basic Computer Skills, Office Skills, and specific industry skills like Water Distribution and Entrepreneurial Boot Camps in various topics.

Career Training & Certificates are short-term training programs to assist you in gaining marketable job skills. Topics include: Aviation Ground School, Personal Care Aide, Medical Assistant & Scribe, Casino Dealer, Optical Assistant, Pharmacy Technician, Phlebotomy, Medical Billing & Coding, Photovoltaic (PV) Solar Design and Installation, Home Inspection, Personal Fitness Trainer and many more topics. See msjc.edu/focus for additional career certificate programs.

Unique Customized Training:

Do your employees need training? We can offer an affordable solution. Our contract training program will bring a subject matter expert instructor to your workplace. Training is customized to meet your employee needs. Classes can be offered for credit or not-for-credit. Examples of training include: Six Sigma Black Belt – LEAN Manufacturing, Regulatory Compliance Updates, Autodesk 3D Inventor, How to Increase Your Sales, Customer Service, Leadership, English as a Second Language, Spanish for Supervisors, Business Writing, Computer Skills, Microsoft Office, OSHA 10 and 30, and much more.



Community Education & Workplace Training
951.487.3711

Non-Credit Adult Education



Non-Credit Adult Education classes provide adult students throughout our region access to a variety of free courses to assist them in reaching their personal, academic and professional goals. MSJC offers non-credit classes in these main areas of focus:

Adult Education Free Non-Credit Classes

All non-credit ESL, citizenship, General Education Development (GED)/High School Equivalency (HSE) and career enhancement courses are supported from state and federal grants and through MSJC, and are offered free of charge. Highly-qualified instructors care about the success of their students. Academic counseling services are available for non-credit students preparing to enter MSJC certificate and academic programs.



Contact Adult Education at 951.487.3707

- ESL** Multi-level courses addressing the needs of beginning to advanced students of English
- GED/ABE** (Adult Basic Education) Leveled courses designed to assist students preparing for the High School Equivalency (HSE) exam
- Citizenship** Courses designed to assist community members applying for United States citizenship

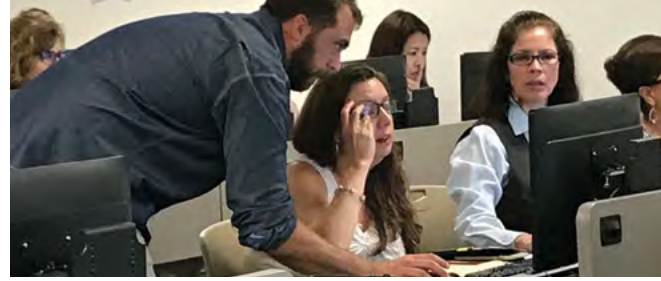
English as a Second Language (ESL)

ESL classes are offered throughout the year at more than 50 locations in MSJC's service area. These classes are for adult students wanting to develop their English language skills needed to function independently in a variety of real-life situations. The program focuses on the acquisition of reading, writing, listening and speaking skills used at work, school and in the community. Students earn certificates of completion after progressing beyond ESL Multi-level I and Multi-level II.



General Education Development (GED)

GED/High School Equivalency (HSE) offers two levels of courses as well as focus classes in math and English to assist with the preparation for the GED or HSE test (HiSET) exams. These courses are designed to prepare students with the reading, writing, computational and critical-thinking skills needed to exit American high school level. ESL students also interested in moving into credit courses can take these classes in preparation.



Citizenship

Intended to assist foreign-born students during the United States citizenship application process, these courses provide focused ESL instruction in the components of the naturalization test. Citizenship classes teach students the civics, writing, reading and speaking skills that prepare eligible individuals to become United States citizens. Students develop confidence in interview skills and learn facts about the United States to prepare them for the citizenship exam.



NEW

Career Enhancement Programs

College and Career Planning

Introduction to Business Communication

Introduction to Child Development

Introduction to Construction (Pre-Apprenticeship)

Introduction to Culinary Arts

Light Duty Automotive Service Technology

Principles of Digital Communications

Introduction to Health Careers

Older Adult Programs

These courses are designed to engage our older adult population in community musical ensembles and the arts of watercolors and ceramics.



Cooperative Work Experience Education (CWEE)



Cooperative Work Experience Education (CWEE) courses help students apply their classroom-based learning in a work environment. CWEE is an equity-based program aligned with MSJC's Mission, Vision, and Call to Action. The program is committed to removing institutional barriers, increasing diversity and inclusion, and providing supportive learning environments that promote student success. These courses provide experiential learning activities to reinforce effective work habits, attitudes and career awareness, thereby enhancing the student's marketable skills.

MSJC offers two opportunities for students to receive course credit by linking academic coursework with paid or unpaid workplace experiences.

Program Components

Online Orientation – Students interested in the Occupational Internship program will need to complete the CWEE Online Orientation and pass the exam with a score of 20.

Training Plan – The student, instructor and worksite supervisor work together to develop three objectives for the student to complete during their internship.

Timesheets – Are completed by the student to track hours worked.

1- to 2-Page Typed Essay – Submitted at the end of the semester and completed by the student. This document summarizes the initial objectives and how the student met those objectives. Faculty may determine the length of this assignment.

Final Self-Evaluation (Student) – The student will reflect on the following: 1) What they have learned; 2) Challenges faced in the internship; 3) How they will continue to grow professionally.

Final Evaluation (Employer) – At the end of the semester, the student, worksite supervisor and instructor meet for a final evaluation. Here, the student presents a verbal summary of each objective and the tools used to complete each objective.

Internship Job Skills Workshop – By the end of the semester, students must attend a Job Skills Workshop. The workshop focuses on job searches, résumé building, interviewing skills and professionalism in the workplace.

Students Benefit By:

- Earning college credit
- Receiving earned income or vital work experience
- Obtaining hands-on work experience
- Applying classroom theory to real work situations
- Developing workplace skills

Companies Benefit From:

- Interns, an excellent worker pool
- Interns, who reduce recruitment and training costs
- Interns, who can be reliable and skilled permanent employees
- Interns, who contribute to business success
- Interns will increase visibility & public outreach

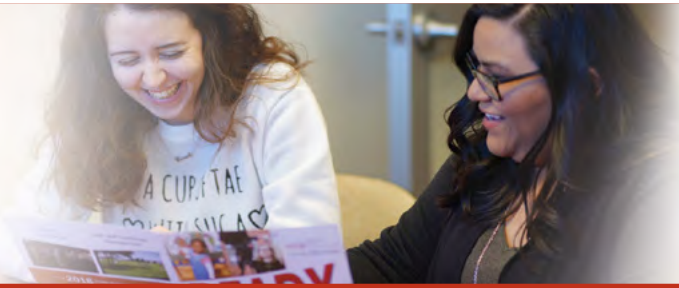
Insurance Coverage

The college provides insurance coverage for students participating in the CWEE program pending approval from Business Services.

A HUGE THANK YOU To Some of Our Internship Partners

City of Menifee City of Hemet City of Temecula
Eastern Municipal Water District Hemet Police
Department Lake Elsinore Storm iHeartMedia
Menifee 24/7 Pulse Marketing Santa Rosa Plateau
Riverside County Sheriff's Department Wilson Creek
Winery JDS Video and Media Productions Menifee
Buzz The Valley Chronicle R&R Business Solutions

Career Education Counselors



WHAT CAN YOUR CAREER COUNSELORS DO FOR YOU?

We Can Help You

- Explore career options
- Find majors that fit the career YOU want
- Discuss what skills and steps are needed to achieve your career goal
- Plan the classes to take to complete your educational goal
- Identify and enrich skills needed to get employment
- Advance job and internship search strategies
- Prepare and practice for a job or internship interview



To Make An Appointment



951.639.5352



Online Counseling
msjc.edu/OnlineCounseling



For more information, you can also visit the following website:
msjc.edu/CareerEducation

Career Education

High School Articulation

What is High School Articulation?

An articulated high school course is one in which a determination has been made that a course offered at the high school level is comparable to a specific community college course. High school students have the potential to earn college credits to use at the community college, CSU, UC or private college level by taking these high school classes.

By taking an articulated course(s) in high school, students can benefit from the following:

SAVE TIME

3 UNITS = 54 CLASS HOURS
AND MORE THAN 100
HOMEWORK HOURS

SAVE 150 HOURS

SAVE MONEY

FOR A 3-UNIT CLASS, STUDENTS
PAY \$46 PER UNIT AND OVER
\$100 FOR A TEXTBOOK

SAVE \$250

GET READY!

CERTIFICATE
ASSOCIATE DEGREE
TRANSFER

Here are the rules:

The articulation units will be awarded to the high school student's MSJC transcript within one semester after the high school submits the necessary paperwork to the Career Education Office.

MSJC will not require high school articulation approved students to meet the 12-unit residency requirement prior to posting these results.

Students must have an MSJC application submitted as well as a CATEMA account for credit to be posted to their MSJC transcript. Students must maintain an A or B in the class and pass the credit exam with an A or B to receive that letter grade on their MSJC transcript.

The Career and Technology Education Management Application (CATEMA®) has been adopted by the California Community Colleges Chancellor's Office as a best practice for managing articulation credit information relating to courses, classes, school districts, high schools, teachers, counselors, college registrars, college advisors and students.

The web application is designed to provide a simple method to enter, update, display and report course articulation outcomes and Career Education-related information. The web-based interface allows students, teachers, counselors and school administrators to establish and maintain their own user accounts. Teacher recommendations for credit are available to college counselors and registrars.



For more information about CATEMA, you can visit catema.com/MSJC



For information and resources related to MSJC's high school articulation program, please email Articulation@msjc.edu

Advanced Manufacturing



Career Opportunities

Program graduates are employed in the following fields:

- Architectural Drafter
- Civil Drafter
- Surveying Technician
- CAD Technician
- Geographic Information Systems Technician



Degrees

A.S. in Engineering: Drafting Technology (Non-Transfer 60 Units)

.....



Certificates

Certificate in Engineering Technologist Support (18 units)
Certificate in Engineering: Drafting Technology (17 units)

.....



Employment Concentration Certificate(s)

Surveying (9 units)

Engineering Technology

Engineering Technology is a non-transfer program offering two certificates, an A.S. degree and an employment concentration certificate. Some of the courses do transfer to four-year colleges and universities. The program will prepare students for careers in civil engineering, architecture, surveying and manufacturing processing. Students become familiar with computer hardware and software programs that will assist in industries ranging from aerospace to construction.



Advanced Transportation & Logistics



Career Opportunities

Program graduates are employed in the following fields:

- Automotive Service Technician and Mechanic
- Automotive Specialty Technician
- Automotive Service Advisor
- Express Lube Technician
- Maintenance and Light Repair Technician



Degrees

A.S. in Automotive/Transportation Technology
(Non-Transfer 60 units)



Certificates

Certificate in Automotive/Transportation Technology (20 units)



Employment Concentration Certificate(s)

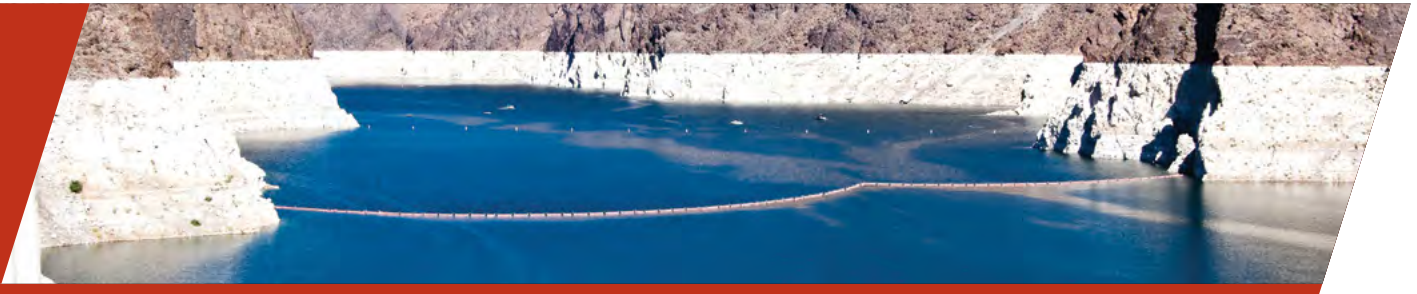
Engine Performance Technician (19 units)
General Certification Technician (11 units)
General Technician (18 units)

Automotive/Transportation Technology

Automotive/Transportation Technology is a career-oriented non-transfer occupational program that prepares students to work in today's highly automated repair shops, and provides the background for career advancement in the automotive industry. Students get hands-on training and instruction in automotive repair and maintenance. Our Automotive/Transportation Technology program prepares students for employment in many areas of the automotive field, including dealerships, independent garages, fleet shops, service stations and specialty shops.



Agricultural, Water & Environmental Technologies



Career Opportunities

Program graduates are employed in the following fields:

- First-Line Supervisor of Landscaping
- Pesticide Handler, Sprayer and Applicator
- Water and Wastewater Treatment Plant and System Operator
- Winery Production Worker
- Winery Tour Guide
- Winery Events/Wine Club Operator
- Wine Sales Representative



Degrees

- A.S. in Turf & Landscape Management (60 units)
 - A.S. in Water Technology (Non-Transfer 60 units)
-



Certificates

- Certificate in Turf & Landscape Management (18 units)
 - Certificate in Water Technology (18 units)
-



Employment Concentration Certificate(s)

- Golf and Grounds (9 units)
- Irrigation Technician (9 units)
- Landscaping Operation (9 units)
- Viticulture, Enology and Winery Technology Concentration (6 units)
- Wine Hospitality and Salesmanship (6 units)

Water Technology

Water Technology is a career-oriented non-transfer vocational program offering courses leading to a certificate and/or an associate degree. The Water Technology program at MSJC emphasizes a real-world approach to diagnostic skill building and a thorough understanding of system theory and operations. Professionalism, workplace skills and responsibilities are stressed, along with safety and an awareness of hazardous materials control. Graduates are primarily employed by cities, counties, federal agencies and industries that operate and maintain water treatment, water distribution, wastewater collection and/or wastewater treatment systems. They may also find employment in support roles such as equipment sales. For individuals currently working within these fields, there may be potential for salary and/or career advancement.

Agricultural, Water & Environmental Technologies

Wine Industry & Hospitality

Wine Industry and Hospitality is a program that introduces the student to a variety of disciplines included in the winemaking industry. Studies range from basic winemaking (enology), grape cultivation (viticulture), wine culture and service (hospitality) to marketing and selling of wine (business principles). This introductory-level program seeks to inform the student about the many fields encompassed within the winery industry.



Horticulture/Turf Management

The non-transfer Certificate/Associate degree (A.S.) in Turf & Landscape Management is primarily designed to prepare the student for entry into careers associated with golf course management and turf management. This program specifically provides students with a strong foundation in turf management, water usage, fertility, soils, horticulture and human resource management for golf courses, recreational parks, sports fields and general landscape areas. This program also prepares students to enter the job market as a golf course superintendent, field crew supervisor, irrigation technician, equipment manager, grounds person for parks, cities and school districts, or field crew foreperson for landscape contractors. The Certificate/Associate degree (A.S.) program in Turf & Landscape Management prepares students with the technical and analytical skills necessary for managing a golf course or turf/horticultural area. For individuals currently working within these fields, there may be potential for salary and/or career advancement.



Business and Entrepreneurship



Career Opportunities

Program graduates are employed in the following fields:

- General and Operations Manager
- Sales Management
- Administrative Services Manager
- Executive Secretary
- Executive Administrative Assistant
- Real Estate Broker
- Escrow Officer
- Property Manager
- Loan Officer
- Appraiser



Degrees

- A.S.-T in Business Administration for Transfer (60 units)
 - A.S. in Business Administration (Non-Transfer 60 units)
 - A.S. in Office Administration (Non-Transfer 60 units)
 - A.S. in Real Estate (Non-Transfer 60 units)
 - A.A.-T in Economics for Transfer (60 units)
 - A.S. in Management/Supervision (Non-Transfer 60 units)
-



Certificates

- Certificate in Accounting (24-27 units)
 - Certificate in Business Administration (24 units)
 - Certificate in Business, Clerical (24-25 units)
 - Certificate in Real Estate (24 units)
 - Certificate in Management/Supervision (24 units)
-



Employment Concentration Certificate(s)

- Project Management Concentration (9 units)
- Microsoft Application Concentration (15 units)
- Leadership Development (12 units)



Business and Entrepreneurship

Business/Business Administration

The Business Department offers an Associate in Science in Business Administration for Transfer degree. The Business Administration curriculum is designed for students who are interested in a comprehensive formal business education. The A.S.-T in Business Administration for Transfer degree will assure preparation and readiness for transfer to the CSU system. The Business Department also offers a non-transfer Associate degree in Business Administration structured around a set of core courses enabling students to develop a general business perspective and skills. The program offers students the knowledge and skills necessary to understand the changing global and domestic business environment, and prepares students for success in their professional careers. The non-transfer Accounting Certificate is designed to prepare students for entry-level positions in accounting in public and private sector areas, such as small business, public accounting, financial service, wholesale trades, government and nonprofit. The student will have an understanding of fundamental accounting and business concepts and gain valuable skills needed in the evolving and competitive job market. Entry-level opportunities include but are not limited to positions in accounts receivable/payable, general bookkeeping and accounting, payroll, income tax preparation, cost accounting, and a number of trainee/internship positions. This certificate also provides a path to higher-level education. The Accounting Certificate requires the completion of 24 to 27 units, of which 18 are in required courses. An additional 6 to 9 units must be chosen from a list of selective courses. The certificate will take at least one to two years to complete. The non-transfer Certificate in Business Administration provides a broader theoretical overview and approach to the business world. The Business Department is committed to providing a broad and flexible professional education. Recognizing the importance of accounting, business law, economics, finance, and marketing in the business community, these areas provide students with learning opportunities relevant to everyday business and consumer decisions. Transfer students may earn an Associate degree in Liberal Arts with an area of emphasis that includes Business and Technology. This degree path is designed to accommodate the differing requirements for a wide variety of transfer institutions and provides an efficient means to achieve transfer goals and career success. For individuals currently working within these listed fields, there may be potential for salary and/or career advancement.



Business/Office Administration

The Business Department offers a non-transfer Associate degree in Office Administration designed to introduce the student to a wide range of subjects related to positions and careers in the modern office. The program offers the training necessary to successfully perform in the many and varied Office Technician and Administrative Assistant-type positions available in the job market. The non-transfer Certificate in Business, Clerical focuses more on the clerical aspect of the office. The non-transfer Certificate in Business, Office Administration Technician focuses more on the technical aspect of the office. The employment concentration in Microsoft Applications Specialist focuses on the application of several Microsoft products used in today's business environment. The Business Department is committed to providing a broad and flexible professional education. Recognizing the importance of office communications, office computer applications, records management and virtual technology in the business community, these areas provide students with learning opportunities relevant to everyday business. For individuals currently working within these listed fields, there may be potential for salary and/or career advancement.

Business and Entrepreneurship

Real Estate

The MSJC Real Estate program offers the opportunity to earn a non-transfer certificate or degree. This program also provides the educational requirements for the real estate broker's license and real estate salesperson's license (issued by the State of California Department of Real Estate). Coursework prepares students for work in this dynamic profession. Essential success skills are emphasized, including ethics, professionalism, sales, financing, property valuation, law and economics. For individuals currently working within these fields, there may be potential for salary and/or career advancement.



Management/Supervision

The Management/Supervision Department offers a non-transfer Associate degree and a non-transfer Certificate in Management/Supervision designed to prepare the student to direct the work of others. The program offers students the opportunity to acquire practical skills, technical knowledge and experience, and improve conceptual abilities and theory in the areas of analyses, evaluation, selection, communication, production and follow-up. Both the Associate degree and the Certificate share the same lists of required, recommended elective and elective discipline-specific coursework, but the degree requires the general education pattern. The Management/Supervision Department is committed to providing a broad and flexible professional education. The studies introduce the student to dynamic processes of goals and objectives setting, planning and achieving results for the organization. Also emphasized are the recognition of, and the leadership for, changing environments and relationships. Although emphasis is on business and economics of the organization, the learning is relevant to daily life. Transfer students may earn an Associate degree in Liberal Arts with an area of emphasis that includes Business and Technology. This degree path is designed to accommodate the differing requirements for a wide variety of transfer institutions and provides an efficient means to achieve transfer goals and career success. For individuals currently working within these fields, there may be potential for salary and/or career advancement.





Career Opportunities

Program graduates are employed in the following fields:

Ultrasound Technician

Registered Nurse

Emergency Room Technician

EMT

Ambulance Service



Degrees

A.S. in Diagnostic Medical Sonography (Non-Transfer 57 units)

A.S. in Nursing (Non-Transfer 60 units)

.....



Certificates

Emergency Medical Services (6 units)

Nursing Assistant (6.5 units)

.....



Employment Concentration Certificate(s)

Emergency Medical Technician (EMT) (13.5 units)

Emergency Medical Technician (EMT) Advanced (8 units)

Allied Health (CNA, EMT, Medical Assisting)

This non-transfer program provides the knowledge and skills required to care for ill or injured person(s) in the pre-hospital care setting. It is also a first step for those who would prefer to work in an emergency room as an emergency room technician. Students are taught how to perform a complete patient assessment and provide multiple lifesaving interventions based on their assessment of the ill or injured patient. This course is primarily taken by individuals who intend to work in the field of pre-hospital emergency medicine and with critically ill or injured patients. This course can also be taken by individuals currently working in a similar medical employment within the medical field, and there may be potential for salary and/or career advancement. Individuals who wish to take this course must have a criminal-free background due to licensing restrictions imposed by national, state and local licensing agencies. The potential student must be at least 18 years of age. Hospital clinical and field internship hours are required. This course is a positive attendance course due to national, state and local mandates.

Diagnostic Medical Sonography

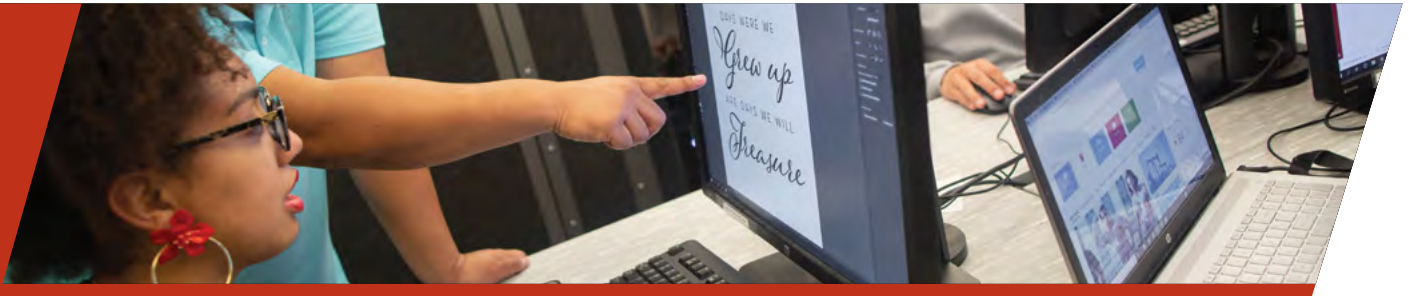
The Diagnostic Medical Sonography program is a non-transfer A.S. degree program, consisting of a cohort group completing 4 semesters + 1 summer semester, which includes a 12-month clinical internship. This program is competitive due to the greater number of applicants than the number of available clinical internships. This degree program provides an opportunity for students to be educated and trained in the healthcare career of Diagnostic Medical Sonography. The objective of the program is to graduate students who are competent and confident in providing excellent patient care in the field of sonography. The goal of our DMS program is to prepare competent entry-level sonographers in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains. Students will demonstrate a high competency in anatomy and pathology, as seen on the ultrasound exam. Students will be evaluated on didactic learning in Ultrasound Physics and Instrumentation, hands-on scanning skills, communication skills, patient care and critical thinking ability. Students will practice ultrasound scanning skills with ultrasound equipment in the campus lab. Those skills will be applied and enhanced in an affiliated medical center by training on the job with a licensed sonographer scanning patients. The DMS program prepares the student to work in an ultrasound department performing abdomen, superficial structures (thyroid, breast and testicular), gynecology and obstetric ultrasound exams. Additional vascular didactic and lab training is included in program curriculum, although our program has not pursued vascular accreditation at this time. The didactic education will prepare students for taking the national exams of the American Registry of Diagnostic Medical Sonography (ARDMS). These exams include Sonography Physics and Instrumentation (SPI), Abdominal (ABD), and Obstetrics and Gynecology (OB-GYN).

Nursing: Registered Nurse (RN)

The Associate in Science degree in Registered Nursing provides courses that are transferable to four-year colleges and universities. The program is accredited by the California State Board of Registered Nursing. Graduates are eligible to take the National Council Licensure Examination (NCLEX). The program pass rates are consistently above the state and national averages. The Associate in Science degree in Nursing is a 76-unit degree program that requires four semesters (40 units in nursing) of study beyond completion of prerequisite courses. In addition, Mt. San Jacinto College offers a LVN-RN articulation option for completion of the Associate in Science degree in Nursing or a non-degree 30-unit option.



Information Communication Technology/ Creative Media



Career Opportunities

Program graduates are employed in the following fields:

- Computer Information Systems Manager
- Computer and Information Research Scientist
- Computer Systems Analyst
- Information Security Analyst
- Software Developer, Applications
- Web Developer
- Computer Programmer
- Software Developer
- Telecommunications Engineering Specialist
- Photographer
- Media and Communications Worker
- Digital Media Designer
- Visual Effects Editor
- Social Media Marketer
- Production Assistant
- Web Developer
- Computer Programmer
- Audio and Video Equipment Technician
- Sound Engineering Technician



Degrees

- A.S.-T in Computer Science for Transfer (60 units)
 - A.S. in Computer Information Systems (Non-Transfer 60 units)
 - A.S. in Photography (Non-Transfer 60 units)
 - A.S. in Digital Media (Non-Transfer 60 units)
 - A.S.-T in Film and Electronic Media for Transfer (60 units)
 - A.A. in Audio Technology (Non-Transfer 60 units)
 - A.A. in Advanced Audio Technology (Non-Transfer 60 units)
-



Certificates

- Certificate in Internet Authoring (18 units)
 - Certificate in Networking (18 units)
 - Certificate in Programming (18 units)
 - Certificate in Photography (19 units)
 - Certificate in Digital Media (24 units)
 - Certificate in Audio Technology (24 units)
-



Employment Concentration Certificate(s)

- Computer Forensics (13 units)
- Computer Hardware Specialist (7 units)
- Internet Authoring Apprentice (9 units)
- Digital Media Design (15 units)
- Digital Visual Effects (15 units)
- Social Media Specialist (15 units)
- Video Production (15 units)

Creative Media

Digital Media

The non-transfer Certificate in Digital Media is designed to prepare students for entry into careers associated with video production, video editing, motion graphics, visual effects, web design and social media marketing. This program specifically provides students with a strong foundation in visual communication, professional production skills, verbal and visual creativity, and individual and team accountability and interaction. Apprenticeship, internships and special projects are also available. For individuals currently working within these fields, there may be potential for salary and/or career advancement.

Audio & Video Technology

The Audio & Video Technology program features a radio station, television station, three recording studios and a Pro Tools lab. This program offers students a hands-on and theoretical approach to audio technologies, video technologies, television production and broadcast, and radio production and broadcast. Students will become familiar with equipment, devices and software used in television, radio, film, recording studios, and educational institutions. The Audio & Video Technology Program offers an A.S.-T degree in Film, Television and Electronic Media, an A.A. degree in Audio Technology, an A.A. degree in Advanced Audio Technology, a certificate in Audio Technology and a certificate in Advanced Audio Technology. Earning the A.S.-T degree guarantees placement in a CSU offering a Bachelor of Science in Film, Television and Electronic Media. Avid-issued Pro Tools certification is also available. Most audio classes are cross-listed under Music.

Photography

The MSJC Photography program offers non-transfer certificate and Associate degree opportunities that respond to new-media industry standards in the digital paradigm. This immersive path of study includes extensive technical and creative production guidance and skill sets. The career-oriented student will study the ubiquitous nature of photographic visual communication while gaining a comprehensive understanding of digital photography workflow and digital asset management. The digital fixing of the photographic image with electronic light sensors and computer software rivals milestones in history like the invention of paper, the printing press or chemistry-based image fixing. Extinct are hand calligraphy in advertising, illuminated manuscripts in printing and emulsion-based image on tin, for example. Emulsion-based photography has methodically given way to a digital era in image production – an evolution akin to dinosaurs evolving into birds – only faster. For these reasons, a versatile and truly state-of-the-art digital studio, light room and imaging lab has been designed and constructed to facilitate the Photography Department’s industry-responsive digital curriculum. Beginning through advanced students will avail themselves of a 1,325-square-foot digital imaging studio with high ceilings and versatile photographic environments — all networked to a digital light room and other adjoining learning facilities. Students will benefit from hands-on exposure to real-world tools. These tools are fast, high-resolution capture, manipulation and output devices that will allow students to fully explore the photographic realm. For individuals currently working within these fields, there may be potential for salary and/or career advancement.

Information Communication Technology/ Technical Theater

Computer Information Systems

Computer Information Systems offers students a well-equipped technical environment for both instruction and lab. All CIS courses are taught in computer-equipped classrooms, allowing hands-on experience in the use of industry-standard hardware, application software, operating systems, networking and programming tools. In addition to the CIS degree, MSJC offers focused, specialized areas of study in Networking, Internet Authoring, Programming and others. The program is designed to provide students with the skills required to gain entry-level employment as computer programmers and/or software/system administration technicians. The program offers students an opportunity to earn a transfer degree in Computer Science, a non-transfer CIS Associate degree, state-approved certificate, or locally approved Employment Concentration. The courses offered will transfer to the California State University/University of California systems, and other four-year colleges.



Technical Theater

The non-transfer degree and certificate in Technical Theater is designed to offer students the skills to land careers in behind-the-scenes jobs that make the magic happen in theater productions.

Technicians can work for a specific theater, cruise ship or production company and handle every show that comes to that theater, ship or company. The competition for higher-paying and more secure union jobs can be fierce. Nevertheless, most stage technicians value a life in the theater and relish the opportunity to make a hands-on contribution to the creative process



Public Services/Education



Career Opportunities

Program graduates are employed in the following fields:

- Police Officer
- Deputy Sheriff
- Probation Officer
- Corrections Officer
- Border Patrol Officer
- Municipal Firefighter
- Fire Inspector
- Paralegals and Legal Assistant
- Title Examiner
- Legal Support Worker
- Childcare Worker
- In-Home Daycare



Degrees

- A.S.-T in Administration of Justice for Transfer (60 units)
 - A.S. in Administration of Justice (Non-Transfer 60 units)
 - A.S. in Fire Technology (Non-Transfer 60 units)
 - A.S. in Legal Assistant (Non-Transfer 60 units)
 - A.A.-T in Child and Adolescent Development for Transfer (60 units)
 - A.S.-T in Early Childhood for Transfer (60 units)
 - A.S. in Early Intervention and Inclusion (60 units)
-



Certificates

- Certificate in Administration of Justice (24 units)
 - Certificate in Fire Technology (24 units)
 - Certificate in Legal Assistant (27 units)
 - Certificate in Early Intervention and Inclusion (43 units)
 - Certificate in Teacher (24 units)
 - Low-Unit Certificate Associate Teacher (12 units)
 - Low-Unit Certificate in Infant Toddler Teacher (15 units)
-



Employment Concentration Certificate(s)

- Computer Forensics (13 units)
- Corrections (15 units)
- Private Security and Loss Prevention (12 units)
- Fire Academy Preparation (9 units)

Public Services

Administration of Justice/Corrections

The Administration of Justice/Corrections program is designed to prepare students for careers within the criminal justice field. The program provides the student with a basic understanding of a variety of criminal justice positions at the federal, state, county and municipal levels. Course topics include introduction to law enforcement and criminal justice, criminal law and evidence, juvenile and criminal procedures, public safety interviewing and report writing, traffic investigation, community policing, criminal investigation, criminology, vice and narcotics, introduction to terrorism, corrections and private security/loss prevention.

These courses provide the student with a base of knowledge that will serve them well, regardless of the criminal justice career they choose. These positions may include police officer, deputy sheriff, corrections, probation or parole, private security or investigator, or civilian support such as emergency communications, crime analysis, crime scene technician or property/evidence technician. For individuals currently working in the field, there may be potential for salary and/or career advancement. Many agencies require that entry-level and current personnel possess a certain level of education to be hired or to be eligible for promotion. The Certificate/Associate degree (A.S.) provides that level of education.



Public Services

Legal Studies/Paralegal

The non-transfer Certificate/Associate in Science (A.S.) degree program in Legal Assistant studies is designed to prepare students for a paraprofessional career in generalized or specialized areas of paralegal services. This program provides the student with the theoretical knowledge and practical skills necessary to enter the job market as a legal assistant in private law offices, government agencies or corporations. A legal assistant works under the direction of an attorney in performing legal services to meet client needs. The Associate in Science degree provides students with the educational foundation helpful for transfer to a baccalaureate pre-law program or related field of study. Although most employers do not require certification, earning a voluntary certification from a professional society may offer advantages in the labor market. The National Association of Legal Assistants (NALA), for example, has established standards for certification requiring a combination of education and experience. Paralegals who meet those standards are eligible to take a two-day examination given by NALA. Those who pass the exam will earn a Paralegal Certification.



Fire Technology

The non-transfer Certificate/Associate degree (A.S.) in Fire Technology involves the study of fire behavior, protection and control techniques. This program prepares the student for an entry-level career in fire service by providing a foundation of core concepts, practices, vocabulary, culture, safety and requirements for fire service. For individuals currently working within these fields, there may be potential for salary and/or career advancement. The Fire Technology program is designed to prepare students for a career in public or private fire protection agencies, to survey career options and to upgrade fire personnel. These courses follow the Fire and Emergency Services Higher Education (FESHE) model from the National Fire Academy in Emmitsburg, Maryland, and is a component of accreditation from the California State Fire Training.



Education

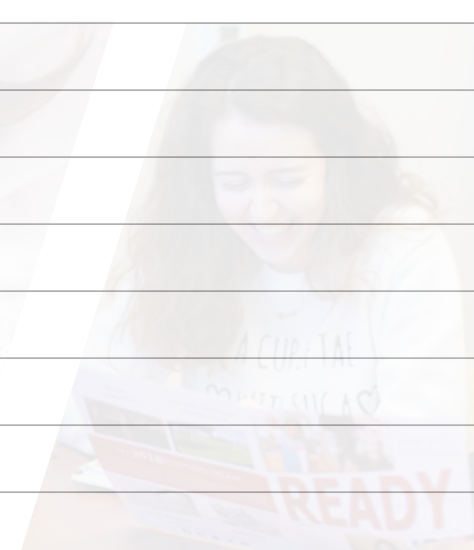
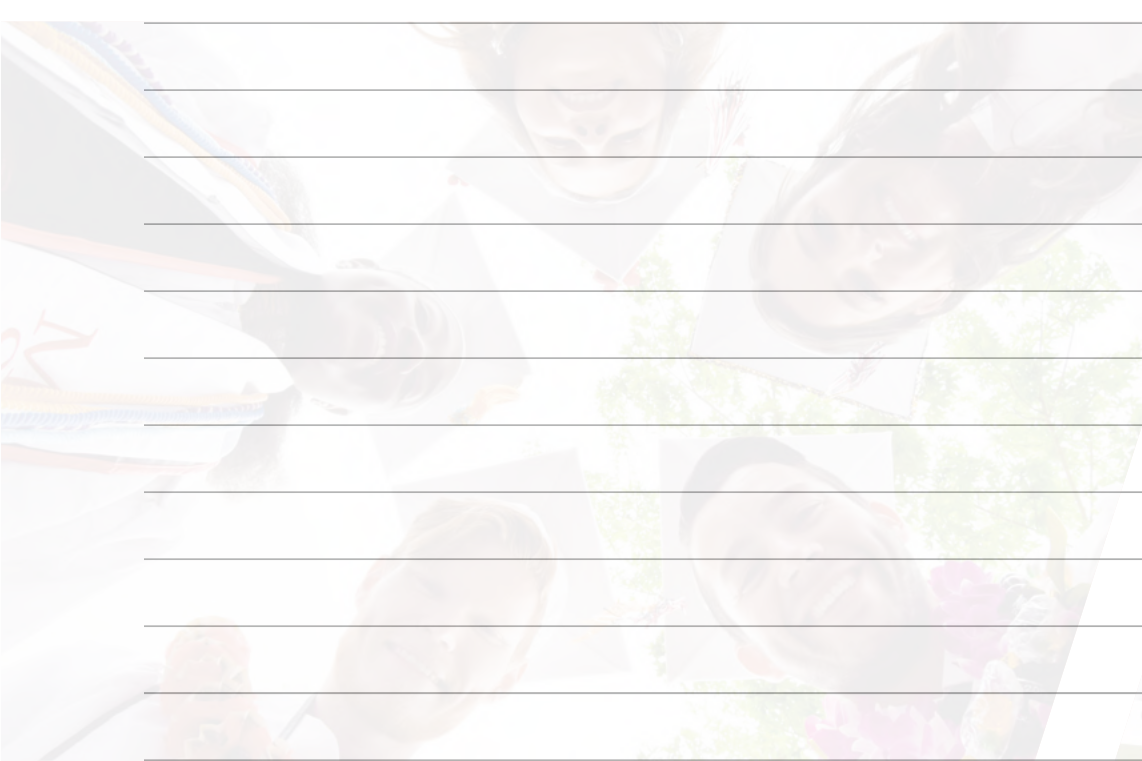
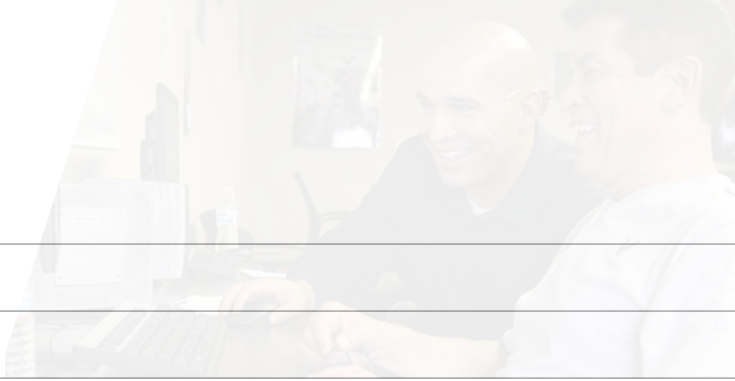
Teacher Education and Developmental Studies (TEDS)

The Teacher Education and Developmental Studies Department (TEDS) is committed to being a leader and partner in preparing our community of diverse learners to become competent, caring and reflective educators and professionals who will advocate for and empower children and families in the 21st century. Teacher Education and Developmental Studies is the study of the physical, psychosocial and cognitive growth and development of the child from conception through adolescence. In addition to our theoretical principles, the curriculum offers practical skills and on-site training to prepare students for employment in early childhood centers and intervention programs. The TEDS program provides students lower-division coursework required to pursue the upper-division coursework needed to seek employment in K-12 institutions, social work, parent education, mental health, speech pathology, psychology and child advocacy. TEDS offers a transfer degree in Early Childhood Education, a transfer degree in Child and Adolescent Development, a non-transfer degree and certificate in Child Development and Education, and a non-transfer degree in Early Intervention and Inclusion. TEDS also offers certificates aligned with the California Child Development Permit Matrix and California Preschool Learning Foundations and Framework. Information about any of the above awards is available from the TEDS Department.



Students who have questions should meet with a full-time faculty member as soon as possible.







San Jacinto Campus

1499 N. State Street | San Jacinto, CA 92583
951.487.6752



Menifee Valley Campus

28237 La Piedra Road | Menifee, CA 92584
951.672.6752



Temecula Valley Campus

41888 Motor Car Parkway | Temecula, CA 92591
951.639.5352



San Geronio Pass Campus

3144 W. Westward Avenue | Banning, CA 92220
951.922.1327



California Community Colleges

msjc.edu/CareerEducation

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Mt. San Jacinto College is part of the California Community Colleges, the largest system of higher education in the nation. It is composed of 72 districts and 114 colleges serving 2.1 million students per year. Community colleges supply workforce training and basic skills education, and prepare students for transfer to four-year institutions. The Chancellor's Office provides leadership, advocacy and support under the direction of the Board of Governors of the California Community Colleges. For more information about the community colleges, please visit <http://californiacommunitycolleges.cccco.edu>.