



2018-2019 Catalog

Addendum

msjc.edu

Recognized as a Strong Workforce Star

2018



Transforming Learners. Transforming Communities. Transforming Lives.

2018-2019
Catalog
Addendum

FEE UPDATES

The Mt. San Jacinto Catalog Addendum represents policy additions and revisions made since the publication of the Catalog.

Enrollment Fees

Resident Tuition

Each semester

Each unit \$46

Enrollment Fee Waiver (Promise Grant formerly BOGW)

The Promise Grant formerly Board of Governor's Waiver (BOGW) ensures that no student who is eligible and who wants to attend Mt. San Jacinto College is denied entrance because of the enrollment fee. To receive a Promise Grant a student must be a California resident or be eligible for AB 540, California Non-resident Tuition Exemption, must be either receiving Temporary Assistance to Needy Families (TANF) or Supplemental Social Security or General Assistance, or meet the past year's income criterion. Students receiving the Promise Grant must meet minimum academic and progress standards to remain eligible for the waiver. Complete information is available in the Financial Aid Office.

Enrollment fees shall be waived for the following:

1. Dependents of certain deceased or disabled veterans and California National Guard members upon certification of fee waiver eligibility by the California Department of Veterans Affairs or the National Guard Adjutant General;
2. The surviving spouse or the child, natural or adopted, of a deceased person who met all the requirements of Education Code section 68120 regarding active law enforcement service or active fire suppression and prevention;
3. A dependent of any individual killed in the September 11, 2001, terrorist attacks on the World Trade Center in New York City, the Pentagon building in Washington, D.C., or the crash of United Airlines Flight 93 in southwestern Pennsylvania, if he or she meets the financial need requirements for the Cal Grant A Program, pursuant to Education Code section 69432.7 and either the dependent was a resident of California on September 11, 2001, or the individual killed in the attacks was a resident of California on September 11, 2001. The exemption for a surviving child continues until the dependent child reaches the age of thirty (30).

Other Fees*

Student Health Center Fee fall/spring \$20

Student Health Center Fee summer \$17

Student Activity/Student Government Association
Discount Card (optional) fall/spring \$7

Student Activity/Student Government Association
Discount Card (optional) summer \$3

**RTA/Transportation Fee \$6

***Parking Fee fall/spring \$34

California College Promise Grant
(formerly BOGW Fee Waiver) Parking Fee \$20

***Motorcycle Parking Fee \$20

***Parking Fee summer \$15

(or \$2 a day from the meter at San Jacinto, Menifee Valley and San Geronio Pass)

Student Representation Fee (optional) \$1

Help-A-Student Fund (optional) \$2

Material fees as listed in the current schedule

*All fees are subject to change. See current class schedule.

**Less than 6 units, \$5.50 + \$.50; 6 units or more \$5.00 + \$1.00 (Total \$6 reflects RTA and Transportation Service fees).

***Only students displaying a current state issued disabled parking placard may park in designated disabled parking spaces. A current, valid MSJC parking permit is also required.

Pay Fees

Fees may be paid online using a credit card (MasterCard, Visa or Discover) by logging on at ca.msjc.edu. Fees may also be paid in person using a credit card, personal check or cash at the Cashier's Office on the San Jacinto Campus or Menifee Valley Campus. Payments are also accepted at the Temecula Education Complex and the San Geronio Pass Campus during office hours.

Non-Resident Tuition

Each unit \$258

California Enrollment Fee \$46

Capital Outlay Fee per unit \$30

Total Non-Resident Tuition per unit \$334

A non-resident tuition fee will be charged to those students eighteen (18) years of age or older at the time of registration, who have not been living in the State of California for a period of one (1) year prior to the date of enrollment. Students under eighteen (18) will be charged non-resident tuition if the student's parents or legal guardian are a resident of another state.

A student who does not qualify for California residency is classified as a non-resident student and is required to pay a non-resident tuition fee. The fee for non-resident tuition is \$234 per unit. This fee is in addition to the \$46 per unit enrollment fee mandated by the State of California. Non-resident students must also pay an additional \$18 per unit capital outlay fee pursuant to Education Code Section 76141.

Students who qualify for California Non-Resident Tuition Exemption (AB 540) or (AB 2364) are not required to pay the non-resident tuition and capital outlay fees. See AB 540 and (AB2364) eligibility below.

California Non-Resident Tuition Exemption

For Eligible California High School Graduates

(The law passed by the Legislature in 2001 as AB 540: Education Code Section 68130.5)

Any student, other than a nonimmigrant alien (except T and U visas), who meets all of the following requirements, shall

Drops processed:

During the third week of instruction	80%
During the fourth week of instruction	60%
During the fifth week of instruction	40%
During the sixth week of instruction	20%

After the sixth (6th) week of instruction, no refunds will be made. Non-resident students enrolling in short-term classes starting after the beginning of the ninth (9th) week of instruction will be charged for the additional units of short-term credit regardless of any reduction at that time.

Summer Session Refund

Drops processed by second class meeting	100%
Third class meeting	80%
Fourth class meeting	60%
Fifth class meeting	40%
Sixth class meeting	20%

Mt . San Jacinto College complies with all refund requirements established by the Federal Title IV Financial Aid Regulations. These refund regulations may differ from the college's regular refund policy. The college's current financial aid tuition refund policy may be obtained from the Financial Aid Office.

Student Health Center Fee

Beginning in the Spring semester of 2019, MSJC will open Student Health Centers on both the Menifee (MVC) and San Jacinto (SJC) Campuses. These centers will be funded through a new mandatory fee assessed to both full-time and part-time students of \$20 for the Fall and Spring semesters and \$17 for the Summer semester. The new fee will be assessed beginning in the Spring 2019, regardless of whether the student utilizes the available services or has their own insurance. Students who depend exclusively on prayer for healing, in accordance with the teachings of a bona fide religious sect, denomination, or organization, and can supply the college with documentation of active membership, may petition for exemption at the Enrollment Services Office. Exemption requests must be submitted each semester after registering for courses and before payment is submitted.

Students will have the following services available to them at the Student Health Centers- triage care, over the counter medication, reproductive health & awareness information, vaccinations, TB testing, and mental health counseling. The location and hours of service are as follows- SJC building 1540, Monday/Tuesday, 7:30A-6P and MVC room 723, Wednesday/Thursday 7:30A-6P.

Refund requests due to drops/withdrawals must adhere to the Refund Policy on page 29 of the College Catalog.

SGA Sticker

The Student Government Association (SGA) an organization run by students for students. Your \$7 helps SGA sponsor

a variety of fun activities and programs on campus, such as BBQ's, Athletic events, student leadership training, club activities, and more.

The SGA sticker fee provides students with:

- 5% off on purchases at the Eagle Bookstore and Eagle Express Café
- Discounts on lunch at Student Government Association BBQ's and events
- Discounts at supporting local vendors
- Free school supplies (while supplies last)
- Free admission to home athletic games (excluding playoffs)
- All proceeds go toward enhancing student life on campus

Spend \$7, save and support so much more!

SGA Sticker Refund Policy

You must opt-out if you do not wish to pay this optional fee. There is no refund if you did not opt out. A petition may be granted for extenuating circumstances. To petition for a refund, requests are due within the first two (2) weeks of fall and spring classes and within one (1) week of summer classes. Submit petitions to the Student Life and Development Program (SLDP) in room 1007 (MVC) or room 1114 (SJC). Please note that all refunds must be approved by the Student Government Association. This may take up to two (2) weeks after your petition is placed on the agenda. Once approved, a purchase order will be submitted by SLDP to Business Services. This may take up to an additional three (3) weeks to process. The entire refund process may take up to five (5) weeks. SGA Stickers must be returned in the original package and may not have been used.

Outstanding Obligations

If you have outstanding fees/obligations owed to the district, the college will withhold your transcripts, diplomas and registration privileges in the current term and subsequent terms until all fees are paid pursuant to California Education Code, section 72237 and Title 5, section 59410.

Books and Supplies

Textbooks and some supplies are available for purchase in the One Stop Eagle Shop Bookstores. They also have an extensive rental program with 500 titles available which can save students up to 65%. A valid student identification and credit card in the student's name is required.

The One Stop Eagle Shop Bookstores are owned and operated by Mt. San Jacinto College. They are dedicated to excellence in customer service. The bookstores provide support for students to achieve their lifelong learning goals to meet the workforce challenges of a changing world, while constantly striving to offer the lowest possible prices. They proudly provide an environment where campus questions/issues can be directed to the appropriate location. The Menifee Valley Campus Bookstore hours are Monday thru Thursday, 8:00 a.m. to 5:00 p.m., and closed on Friday. The San Jacinto Campus Bookstore hours are Monday thru Thursday, 8:00 a.m. to 5:00 p.m.,

2018-2019
Catalog
Addendum

NEW AWARDS
& COURSES

The Mt. San Jacinto Catalog Addendum represents policy additions and revisions made since the publication of the Catalog.



BUSINESS/BUSINESS ADMINISTRATION

San Jacinto Campus


(951) 487-MSJC (6752)
1-800-624-5561
Larry Barraza (951) 487-3525
lbarraza@msjc.edu

Menifee Valley Campus

(951) 672-MSJC (6752)
1-800-452-3335
Caren Hennessy (951) 639-5526
chennessy@msjc.edu
Gloria Sanchez (951) 639-5520
gsanchez@msjc.edu

Degree(s)

Transfer:

 A.S.-T in Business Administration for Transfer ^{31140 AS.BADM.OPTBAST}
and ^{31140 AS.BADM.OPTCAST}

(using General Education Requirements Option B or C)

See Also:

A.A. in Liberal Arts - Business & Technology Emphasis

Non-Transfer:

A.S. in Business Administration ^{4388 AS.BADM}
(with General Education Requirements Option A)

Certificate(s)

Certificate in Accounting ^{35602 CT.ACCT}

Certificate in Business Administration ^{22122 CT.BADM}

Employment Concentration Certificate(s)

Project Management Concentration ^{9999 ECC.BUS.PM}

Business Information Analysis ^{9999 ECC.BUS.BIA}

PROGRAM DESCRIPTION

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 an encompassing 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 to prepare 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 in industry 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 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 24-27 units of which 18 are in required courses. Additional 6-9 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.

CAREER OPPORTUNITIES

All career opportunities listed are representative careers in each field. There are no guaranteed positions for students completing these programs. (See: www.onetonline.org)

Transfer Degree

For BA/BS careers, please see your transfer institution.

Non-Transfer A.S. Degree

Business Administration

Top Executive, Chief Operating Officer, Budget Analyst, Chief Executive, Wholesale and Retail Buyer, Purchasing Agent (except wholesale, retail and farm products), Load Counselor, Tax Preparer, Financial Specialist, Account Manager, Sales Manager, Sales Representative, Small Business Managers



Recommended Courses (Take 3 units from this list)

CAPP-122	Using Microsoft Excel	3 units
CSIS-101	Introduction to Computers and Data Processing	3 units
ECON-201	Principles of Macroeconomics	3 units
or		
ECON-201H	Honors Principles of Macroeconomics	3 units
Elective Courses (Take 6 units from this list)		
ACCT-125	Managerial Accounting - Principles of Accounting II	3 units
or		
ACCT-125H	Honors Managerial Accounting - Principles of Accounting II	3 units
ACCT-126	Computerized Accounting	3 units
BADM-104	Business Communications	3 units
or		
BADM-104H	Honors Business Communications	3 units
BADM-150	Small Business Entrepreneurship	3 units
BADM-157	Principles of Salesmanship	3 units
ECON-202	Principles of Microeconomics	3 units
or		
ECON-202H	Honors Principles of Microeconomics	3 units
ENGR-108/MGT-108		
	Organizational Behavior	3 units
MGT-133	Productivity Management	3 units
MGT-138	Personnel Management	3 units

CAPP-122	Using Microsoft Excel	3 units
ECON-202	Principles of Microeconomics	3 units
MATH-140	Introduction to Statistics	4 units

EMPLOYMENT CONCENTRATION

Certificate classes must be completed within a two-year period to be valid. Certificate is valid for two years after issuance. Students must complete an employment concentration certificate application form (available in the Business Department office) after completion of all certificate classes in order to receive certificate.

Project Management Concentration (9 units)

CAPP-098	Using Microsoft Project	3 units
MGT-103	Introduction to Management	3 units
MGT-133	Productivity Management	3 units

Business Information Analysis (16 units)

The Business Information Analysis Employment Concentration is designed for students who want to explore business research and analytics. Students will develop critical thinking skills to identify business needs and then utilize technology to collect data to prepare reports in order to formulate and present an action plan.

Career Opportunities:

Administrative Assistance, Executive Secretary, Business Owners, Office Managers, Business Analysts, Receptionists

Required Courses (16 units)

BADM-097	Business Computer Applications	3 units
BADM-103	Introduction to Business	3 units





Prerequisite: None.

Recommended Preparation: CAPP-122 and ENGL-092 or ENGL-098 or ESL-098W and MATH-055.

- Transfers to both UC/CSU
- IGETC Area(s): N/A
- CSU Area(s): N/A
- C-ID ACCT 110

ACCT-124H

3 units

Honors Financial Accounting - Principles of Accounting I LEC 48-54

This course is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. It covers recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted principles, the financial statements, statement analysis, cash flow, internal controls, issues related to asset, liability and equity valuation, revenue and expense recognition, and ethics.

Prerequisite: Acceptance in the Honors Enrichment Program.
Recommended Preparation: CAPP-122 and ENGL-092 or ENGL-098 or ESL-098W and MATH-055.

- Transfers to both UC/CSU
- IGETC Area(s): N/A
- CSU Area(s): N/A
- C-ID ACCT 110

ACCT-125

3 units

Managerial Accounting-Principles of Accounting II LEC 48-54

This course is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. It focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. It also includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments.

Prerequisite: ACCT-124 (with a grade of C or better).

- Transfers to both UC/CSU
- IGETC Area(s): N/A
- CSU Area(s): N/A
- C-ID ACCT 120

ACCT-125H

3 units

Honors Managerial Accounting - Principles of Accounting II LEC 48-54

This course is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. It focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. It also includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments.

Prerequisite: Acceptance in the Honors Enrichment Program and ACCT-124 (with a grade of C or better).

- Transfers to both UC/CSU
- IGETC Area(s): N/A
- CSU Area(s): N/A
- C-ID ACCT 120

ACCT-126

3 units

Computerized Accounting

LEC 48-54

(formerly Beginning Computer Accounting)

This course is an overview of computerized accounting principles and procedures with the use of Sage 50 (formerly Peachtree), integrating the accounting cycle for service and merchandising businesses with emphasis on hands-on processing of business and accounting transactions.

Prerequisite/Corequisite: ACCT-124 (with a grade of C or better).

- Transfers to CSU only
- IGETC Area(s): N/A
- CSU Area(s): N/A

ACCT-128

3 units

Federal Income Tax Accounting

LEC 48-54

This course introduces the basic concepts of federal income taxation. Topics include history and objectives of the tax, along with the treatment of various types of entities, types of income, types of deductions and types of credits. Emphasis is on the individual as a taxpayer.

Prerequisite: ACCT-124 (with a grade of C or better).

- Transfers to CSU only
- IGETC Area(s): N/A
- CSU Area(s): N/A

BADM-085

3 units

Business Math

LEC 48-54

This course applies basic arithmetic calculations to business operations, concepts and principles. The focus is on the role mathematics plays in the business decision-making process. Students will be presented with business scenarios that require basic mathematical analysis. They will learn how to perform the calculations and interpret the results to formulate business decisions.

Prerequisite: None.

- Not transferable
- IGETC Area(s): N/A
- CSU Area(s): N/A

BADM-097

3 units

Business Computer Applications

LEC 48-54

This course explores computer technological tools used in a dynamic business environment. The course will introduce a wide range of information and communication applications used by professionals to support and enhance business processes and decision making. This is a project based course focused on using technologies to solve business problems and improve productivity.

Prerequisite: None.

- Not transferable
- IGETC Area(s): N/A
- CSU Area(s): N/A

2018-2019
Catalog
Addendum

CORRECTIONS

The Mt. San Jacinto Catalog Addendum represents policy additions and revisions made since the publication of the Catalog.



LEARNING OUTCOMES

- Apply information and digital design concepts.
- Communicate verbally and visually, demonstrating creativity and innovation.
- Demonstrate professional accountability, task completion and appropriate team interaction.
- Demonstrate professional level production skills effectively.
- Interpret, evaluate, and apply digital media effectively.

DEGREE

Non-Transfer Degree

Digital Media

In addition to the 24 units of the certificate program in Digital Media, students must also complete all MSJC General Education Option A requirements (a total of 60 units) for the Associate of Science degree in Digital Media.

CERTIFICATE

Certificate in Digital Media (24 units)

Required Courses (9 units)

DIG-110	Introduction to Digital Media	3 units
DIG-180	Digital Media Design	3 units
DIG-198	Digital Media Project Management	3 units

Elective Courses (15 units)

ART-120	2D Design	3 units
AUD-143/MUS-143	Pro Tools 101	3 units
AUD-180	Video Production I	3 units
AUD-183	Video Production II	3 units
CSIS-125A	Web Development - Level 2	3 units
CWE-149K/DIG-149	Cooperative Work Experience Digital Media	1-3 units
DIG-170	3D Animation	3 units
DIG-171	2D Animation	3 units
DIG-172	Motion Graphics	3 units
DIG-175	Animation Production	3 units
DIG-181	Social Media Marking	3 units
DIG-182	Advanced Social Media Marketing	3 units
DIG-185	Advanced Digital Media Design	3 units
DIG-190	Digital Video Design I	3 units
DIG-191	Digital Video Design II	3 units
DIG-192	Digital Video Editing	3 units
DIG-193	Production Management	3 units
DIG-194	Virtual Reality	3 units
DIG-195	Professional Production	3 units
DIG-299	Special Projects: Digital Media	3 units

EMPLOYMENT CONCENTRATIONS

Digital Media Design (15 units)

Digital Media Designers produce creative, comprehensive layouts and high-level designs for deliverables requiring strong conceptualization of ideas in preparation of original art and media for digital media.

ART-120	2D Design	3 units
DIG-110	Introduction to Digital Media	3 units

DIG-172	Motion Graphics	3 units
DIG-180	Digital Media Design	3 units
DIG-192	Digital Video Editing	3 units

Digital Visual Effects (15 units)

Visual-effects artists and technicians create special effects (VFX), animation, 3D models, and complete visual clean-up for corporate, commercial, and film industry. VFX applies drawing, storyboarding, 2D animation, video editing, virtual reality, 3D animation, texture and lighting, modeling, character rigging, compositing, rendering, motion capture and dynamic effects skills and knowledge to industry and entertainment projects.

DIG-170	3D Animation	3 units
DIG-171	2D Animation	3 units
DIG-172	Motion Graphics	3 units
DIG-175	Animation Production	3 units
DIG-190	Digital Video Design I	3 units
or		
DIG-194	Virtual Reality	3 units

Social Media Specialist (15 units)

Social media specialists administer and coordinate social media marketing and advertising campaigns, develop marketing plans, cultivate an engagement and promotion strategy, and determine marketing strategies using tools and analytics. Social media marketers develop brand awareness and online reputation, manage and communicate content, and monitor, listen and respond to users.

DIG-110	Introduction to Digital Media	3 units
DIG-181	Social Media Marking	3 units
DIG-182	Advanced Social Media Marketing	3 units
DIG-299	Special Projects: Digital Media	3 units
MGT-205	Principles of Marketing Management	3 units

Video Production (15 units)

Video producers, designers, and editors create innovative, highly visual and interactive productions connecting stories to the world. These streaming productions combine visual styles, content, and motion for communicating online, internally, broadcast, and social media outlets for commercial, nonprofit, and entertainment companies.

DIG-190	Digital Video Design I	3 units
DIG-191	Digital Video Design II	3 units
DIG-192	Digital Video Editing	3 units
DIG-193	Production Management	3 units
DIG-195	Professional Production	3 units

Web Design (15 units)

Web designers create custom designs and interfaces which respond to differing screen sizes. Interface and web designers apply current emerging technologies, visual communication strategies, search engine optimization and social media marketing techniques, layouts and wireframes for preproduction, and usability and accessibility requirements to corporate, commercial, and entertainment products.

CSIS-125A	Web Development - Level 2	3 units
DIG-110	Introduction to Digital Media	3 units
DIG-180	Digital Media Design	3 units
DIG-181	Social Media Marketing	3 units
DIG-185	Advanced Digital Media Design	3 units



A.S. in Nursing (78 units)

Minimum cumulative college level GPA of 2.5 on 4.0 scale with a grade of “C” or better in the following courses:

Admission Requirements:

High School graduate (or equivalency)

There is a five year recency requirement for ANAT 101, ANAT 102, and BIOL 125.

Prerequisites: 23 units

ANAT-101	Human Anatomy & Physiology I (A)	4 units
ANAT-102	Human Anatomy & Physiology II (A)	5 units
BIOL-125	Microbiology (A)	5 units

or

BIOL-125H	Honors Microbiology (A)	5 units
ENGL-101	Freshman Composition (D1)	4 units

or

ENGL-101H	Honors Freshman Composition (D1)	4 units
MATH-096	Intermediate Algebra (G)	5 units

Semester One: 12 units

NURS-071	Foundations of Nursing Skills Lab	0.5 unit
NURS-194	Pharmacology & Dosage Calculations for Nurses	3.5 units
NURS-212	Foundations of Nursing	4 units
NURS-214	Introduction to Medical-Surgical Nursing I	4 units

Semester Two: 12.5 units

NURS-072	Basic Medical Surgical Nursing Skills Lab	0.5 unit
NURS-222	Nursing Care of Children & Families	3.5 units
NURS-224	Beginning Medical-Surgical Nursing II	5 units
NURS-226	Nursing of Childbearing & Families	3.5 units

Semester Three: 10.5 units

NURS-073	Intermediate Nursing Skills Lab	0.5 unit
NURS-234	Intermediate Medical-Surgical Nursing III	5 units
NURS-236	Mental Health Nursing	3 units
NURS-238	Gerontology and Community Nursing	2 units

Semester Four: 7 units

NURS-074	Advanced Nursing Skills Lab	0.5 unit
NURS-244	Advanced Medical-Surgical Nursing IV	4 units
NURS-248	Preceptorship (5 wks)	2.5 units

Additional Associate Degree and Requirements: (12 units)

PSYC-101	Introduction to Psychology	3 units
or		
PSYC-101H	Honors Introduction to Psychology	3 units
PS-101	Introduction to American Government and Politics	3 units
or		
PS-101H	Honors Introduction to American Government and Politics	3 units
COMM-100	Public Speaking	3 units
or		
COMM-100H	Honors Public Speaking	3 units

COMM-103	Interpersonal Communication	3 units
or		
COMM-103H	Interpersonal Communication	3 units
Humanities/Multicultural Gender Studies Any course from Area C (Humanities) or Area F (Multicultural Gender Studies)		
Many courses will satisfy both requirements:		3 units

(See the MSJC General Education Breadth Pattern)

Note: Graduates from the A.S. in Nursing Program meet the requirement of Physical Education and Healthful Living.

There is a five year recency requirement for ANAT 101, ANAT 102, and BIOL 125.

LVN to RN Transition

[Degree/Non-Degree Candidate]

Students choosing this option are Licensed Vocational Nurses (LVN's) or Licensed Practical Nurses (LPN's) who would be eligible to enter the third semester of the Associate in Science in Nursing program after completing the recommended LVN to RN Transition courses. Students can opt to meet all of the requirements for the Associate in Science in Nursing degree (degree candidate) or to satisfy the course requirements for only those courses that are required by the California State Board of Registered Nursing as content required for RN licensure (non-degree candidate). Students can apply for advanced placement if he/she has completed courses at another college. Students will be admitted once a year in the fall semester.

LVN to RN Transition

[Degree Candidate]

Admission Requirements:

Note: Meeting admission requirements for the program does not guarantee admission into the Associate Degree in Nursing Program. Please see the Multi-Criteria Selection Process form for additional information about the selection process. In addition, a “Pre-Nursing Information Workshop Certificate” no longer an admission requirement.

Prerequisites: (29.5 units of course work):

(For admission into the third semester of the program)

Minimum cumulative college level GPA of 2.5 on 4.0 scale with a grade of “C” or better in the following courses:

Required Prerequisites (29.5 units)

ANAT-101	Human Anatomy & Physiology I	4 units
ANAT-102	Human Anatomy & Physiology II	5 units
BIOL-125	Microbiology	5 units
or		
BIOL-125H	Honors Microbiology	5 units
ENGL-101	Freshman Composition	4 units
or		
ENGL-101H	Honors Freshman Composition	4 units
MATH-096	Intermediate Algebra	5 units
NURS-072	Basic Medical Surgical Nursing Skills Lab	0.5 unit
NURS-232	Role Transition	3 units



CSU General Education or IGETC Pattern 37-39
Possible double counting 12
Transferable Electives (as needed to reach 60 CSU transferable units)
Total Units for A.S.-T Degree 60 units

This Associate in Science in Kinesiology for Transfer degree is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. A student completing this degree is guaranteed admission to the CSU system, but not a particular campus or major. Students should meet with a counselor to develop an educational plan and receive university admission and transfer requirements.

NON-TRANSFER DEGREE

Physical Education

The major requirement for a non-transfer Associate in Arts degree in Physical Education may be met by completing a minimum of 18 units in Physical Education from the following areas: 12 units from the PE core requirements, at least 6 units from the elective requirements and one GE course from GE group #1, one course from GE group #2 and meeting all other MSJC General Education Option A requirements (for a total of 60 units).

A.A. in Physical Education (18 units)

Required GE Group 1 Courses (1 course)

ANAT-101 or higher, BIOL-100 or BIOL-100H or higher or CHEM-100 or higher

Required GE Group 2 Courses (1 course)

HS-121, HS-123, NUTR-100, NUTR-100H, NUTR-101, or NUTR-101H

Required Core Courses (12 units)

PE-106 Sports Officiating	3 units
PE-110 Prevention and Care of Athletic Injuries	3 units
PE-115 First Aid and CPR	3 units
PE-195 Introduction to Kinesiology	3 units

Electives (6 units)

PE-112 Body Conditioning	1 unit
PE-112A Beginning Step Aerobics	1 unit
PE-113 Jogging	1 unit
PE-114A Strength Training: Circuit	1 unit
PE-114B Strength Training: Free Weights	1 unit
PE-114C Powerlifting	1 unit
PE-119 Exercise Walking	1 unit
PE-119B Intermediate Fitness Walking	2 units
PE-120 Beginning Yoga	1 unit
PE-132 Beginning Tennis	1 unit
PE-132B Intermediate Tennis	1 unit
PE-133 Individual and Group Sports: Basketball	1 unit
PE-134 Introduction to Volleyball	1 unit
PE-137 Individual and Group Sports: Soccer	1 unit
PEIC-139 Intercollegiate Sports: Soccer (Women)	3 units
PEIC-139A Pre-Season Athletics: Soccer (Women)	1-3 units

PEIC-139B Off-Season Athletics: Soccer (Women)	1-3 units
PEIC-140 Intercollegiate Sports: Football (Men)	3 units
PEIC-140A Pre-Season Athletics: Football (Men)	1-3 units
PEIC-140B Off-Season Athletics: Football (Men)	1-3 units
PEIC-141A Intercollegiate Sports: Basketball (Men)	
Pre-Conference Competition	1.5 units
PEIC-141B Intercollegiate Sports: Basketball (Men)	
Conference and Post-Conference Competition	1.5 units
PEIC-141C Pre-Season Athletics: Basketball (Men)	1-3 units
PEIC-141D Off-Season Athletics: Basketball (Men)	1-3 units
PEIC-142 Intercollegiate Sports: Volleyball (Women)	
	3 units
PEIC-142A Pre-Season Athletics: Volleyball (Women)	
	1-3 units
PEIC-142B Off-Season Athletics: Volleyball (Women)	
	1-3 units
PEIC-143A Intercollegiate Sports: Basketball (Women)	
Pre-Conference Competition	1.5 units
PEIC-143B Intercollegiate Sports: Basketball (Women)	
Conference and Post-Conference Competition	1.5 units
PEIC-143C Pre-Season Athletics: Basketball (Women)	
	1-3 units
PEIC-143D Off-Season Athletics: Basketball (Women)	
	1-3 units
PEIC-144 Intercollegiate Sports: Baseball (Men)	3 units
PEIC-144A Pre-Season Athletics: Baseball (Men)	1-3 units
PEIC-144B Off-Season Athletics: Baseball (Men)	1-3 units
PEIC-145 Intercollegiate Sports: Tennis (Men)	3 units
PEIC-145A Pre-Season Athletics: Tennis (Men)	1-3 units
PEIC-145B Off-Season Athletics: Tennis (Men)	1-3 units
PEIC-146 Intercollegiate Sports: Tennis (Women)	
	3 units
PEIC-146A Pre-Season Athletics: Tennis (Women)	1-3 units
PEIC-146B Off-Season Athletics: Tennis (Women)	1-3 units
PEIC-147 Intercollegiate Sports: Golf	3 units
PEIC-147A Pre-Season Athletics: Golf	1-3 units
PEIC-147B Off-Season Athletics: Golf	1-3 units
PEIC-148 Intercollegiate Sports: Softball (Women)	3 units
PEIC-148A Pre-Season Athletics: Softball (Women)	1-3 units
PEIC-148B Off-Season Athletics: Softball (Women)	
	1-3 units
PEIC-150 Intercollegiate Sports: Beach Volleyball (Women)	
	3 units
PEIC-150A Pre-Season Athletics: Beach Volleyball (Women)	
	1-3 units
PEIC-150B Off-Season Athletics: Beach Volleyball (Women)	
	1-3 units



A.S. in Early Intervention and Inclusion (43 units)

In addition to the 43 units of the certificate program in Early Intervention and Inclusion, students must also complete all MSJC General Education Option A requirements (a total of 60 units) for the Associate of Science degree in Early Intervention and Inclusion.

CERTIFICATES

Certificate in Child Development and Education (43 units)

* Indicates that these courses are recommended for the 12-unit Title XXII licensing requirement for employment in privately owned early childhood education programs.

** Indicates that prior TB and criminal record clearance must be shown. (It is recommended that students begin this clearance process while enrolled in CDE-101).

Required Courses (27 units)

CDE-101*	Principles of Early Childhood Education	3 units
CDE-102	Language and Literacy Experiences for Young Children	3 units
CDE-103*	Appropriate Curricula for Young Children	3 units
CDE-110*	Child Development	3 units
or		
CDE-110H*	Honors Child Development	3 units
CDE-111	Child Health, Safety and Nutrition	3 units
CDE-125*	Child, Family and Community	3 units
or		
CDE-125H*	Honors Child, Family and Community	3 units
CDE-140	Children and Youth with Exceptional Needs	3 units
CDE-147	Observation and Assessment in Early Childhood Education	3 units
CDE-148**	Supervised Field Experience: Student Teaching	3 units

General Education Courses (16 units)

Students must complete one or more courses from each of the following areas: 1) Humanities, 2) Social Sciences, 3) Science and/or Mathematics (96 or above), and 4) English (101 or above).

Certificate in Early Intervention and Inclusion (43 units)

Required Courses (27 units)

CDE-101	Principles of Early Childhood Education+	3 units
CDE-103	Appropriate Curricula for Young Children+,++	3 units
CDE-110	Child Development+	3 units
or		
CDE-110H	Honors Child Development+	3 units
CDE-119	Infant and Toddler Growth and Development	3 units
CDE-125	Child, Family and Community+	3 units
or		
CDE-125H	Honors Child, Family and Community+	3 units
CDE-140	Children and Youth with Exceptional Needs	3 units

CDE-143	Supporting Children Who Have Challenging Behaviors++	3 units
CDE-144**	Supervised Field Experience/Internship in Early Intervention and Inclusion++	3 units
CDE-147	Observation and Assessment in Early Childhood Education++	3 units

+ These are considered the core courses

++ These courses have prerequisites

General Education Courses (16 units)

Students must complete one or more courses from each of the following areas: 1) Humanities, 2) Social Sciences, 3) Science and/or Mathematics (96 or above), and 4) English (101 or above).

Certificate in Teacher (24 units)

The Teacher Certificate is designed to be the next step toward obtaining mid-level employment in the field of Early Childhood Education in a preschool or child care setting. The Teacher Certificate requires 24 core Child Development and Education units. This Certificate meets the CDE education requirements for California Title 5 and the Child Development Teacher Permit.

Applications can be obtained through the California Commission on Teacher Credentialing Office. Meets Title 22 requirements for working in a child care center working with preschool-aged children 101216.1.

Required Courses (24 units)

CDE-101	Principles of Early Childhood Education	3 units
CDE-103	Appropriate Curricula for Young Children	3 units
CDE-110	Child Development	3 units
or		
CDE-110H	Honors Child Development	3 units
CDE-111	Child Health, Safety and Nutrition	3 units
CDE-118	Diversity and Equity in Early Childhood Studies	3 units
CDE-125	Child, Family and Community	3 units
or		
CDE-125H	Honors Child, Family and Community	3 units
CDE-147	Observation and Assessment in Early Childhood Education	3 units
CDE-148	Supervised Field Experience: Student Teaching	3 units

Low Unit Certificate in Associate Teacher (12 units)

The Associate Teacher Certificate is designed to be the first step toward obtaining entry-level employment in the field of Early

Childhood Education in a preschool or child care setting. The Associate Teacher Certificate requires 12 core Child Development and Education units. This Certificate meets California Title 5 requirements for the Child Development Associate Teacher Permit.

Applications can be obtained through the California Commission on Teacher Credentialing Office. Meets Title 22