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

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 ..................................... $6

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 Gorgonio Pass)

Student Representation Fee (optional) ....................... $1

Help-A-Student Fund (optional) ............................. $3

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 ea.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 Gorgonio 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

Mt. San Jacinto College 2018-2019 Catalog
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.,
NEW AWARDS & COURSES

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

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

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**Business/Business Administration**

**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 99999 ECC.BUS.PM

Business Information Analysis 99999 ECC.BUS.BA

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**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.

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**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)

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**Transfer Degree**

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

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**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...
### Instructional Programs

**Recommended Courses (Take 3 units from this list)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAPP-122</td>
<td>Using Microsoft Excel</td>
<td>3</td>
</tr>
<tr>
<td>CSIS-101</td>
<td>Introduction to Computers and Data Processing</td>
<td>3</td>
</tr>
<tr>
<td>ECON-201</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON-201H</td>
<td>Honors Principles of Macroeconomics</td>
<td>3</td>
</tr>
</tbody>
</table>

or

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT-125</td>
<td>Managerial Accounting - Principles of Accounting II</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>ACCT-125H</td>
<td>Honors Managerial Accounting - Principles of Accounting II</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT-126</td>
<td>Computerized Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BADM-104</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>BADM-104H</td>
<td>Honors Business Communications</td>
</tr>
<tr>
<td>BADM-150</td>
<td>Small Business Entrepreneurship</td>
<td>3</td>
</tr>
<tr>
<td>BADM-157</td>
<td>Principles of Salesmanship</td>
<td>3</td>
</tr>
<tr>
<td>ECON-202</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>or</td>
<td>ECON-202H</td>
<td>Honors Principles of Microeconomics</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR-108/MGT-108</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MGT-133</td>
<td>Productivity Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT-138</td>
<td>Personnel Management</td>
<td>3</td>
</tr>
</tbody>
</table>

### 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)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAPP-098</td>
<td>Using Microsoft Project</td>
<td>3</td>
</tr>
<tr>
<td>MGT-103</td>
<td>Introduction to Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT-133</td>
<td>Productivity Management</td>
<td>3</td>
</tr>
</tbody>
</table>

#### 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)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BADM-097</td>
<td>Business Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>BADM-103</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
</tbody>
</table>
Course Descriptions

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-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
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**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)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG-110</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
<tr>
<td>DIG-180</td>
<td>Digital Media Design</td>
<td>3</td>
</tr>
<tr>
<td>DIG-198</td>
<td>Digital Media Project Management</td>
<td>3</td>
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</table>

**Elective Courses (15 units)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART-120</td>
<td>2D Design</td>
<td>3</td>
</tr>
<tr>
<td>AUD-143/MUS-143</td>
<td>Pro Tools 101</td>
<td>3</td>
</tr>
<tr>
<td>AUD-180</td>
<td>Video Production I</td>
<td>3</td>
</tr>
<tr>
<td>AUD-183</td>
<td>Video Production II</td>
<td>3</td>
</tr>
<tr>
<td>CSIS-125A</td>
<td>Web Development - Level 2</td>
<td>3</td>
</tr>
<tr>
<td>CWE-149K/DIG-149</td>
<td>Cooperative Work Experience</td>
<td>1-3</td>
</tr>
<tr>
<td>DIG-170</td>
<td>3D Animation</td>
<td>3</td>
</tr>
<tr>
<td>DIG-171</td>
<td>2D Animation</td>
<td>3</td>
</tr>
<tr>
<td>DIG-172</td>
<td>Motion Graphics</td>
<td>3</td>
</tr>
<tr>
<td>DIG-175</td>
<td>Animation Production</td>
<td>3</td>
</tr>
<tr>
<td>DIG-181</td>
<td>Social Media Marketing</td>
<td>3</td>
</tr>
<tr>
<td>DIG-182</td>
<td>Advanced Social Media Marketing</td>
<td>3</td>
</tr>
<tr>
<td>DIG-185</td>
<td>Advanced Digital Media Design</td>
<td>3</td>
</tr>
<tr>
<td>DIG-190</td>
<td>Digital Video Design I</td>
<td>3</td>
</tr>
<tr>
<td>DIG-191</td>
<td>Digital Video Design II</td>
<td>3</td>
</tr>
<tr>
<td>DIG-192</td>
<td>Digital Video Editing</td>
<td>3</td>
</tr>
<tr>
<td>DIG-193</td>
<td>Production Management</td>
<td>3</td>
</tr>
<tr>
<td>DIG-195</td>
<td>Professional Production</td>
<td>3</td>
</tr>
<tr>
<td>DIG-299</td>
<td>Special Projects: Digital Media</td>
<td>3</td>
</tr>
</tbody>
</table>

**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.

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<tr>
<td>ART-120</td>
<td>2D Design</td>
<td>3</td>
</tr>
<tr>
<td>DIG-110</td>
<td>Introduction to Digital Media</td>
<td>3</td>
</tr>
</tbody>
</table>

**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.

<table>
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<tr>
<th>Course Code</th>
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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>DIG-170</td>
<td>3D Animation</td>
<td>3</td>
</tr>
<tr>
<td>DIG-171</td>
<td>2D Animation</td>
<td>3</td>
</tr>
<tr>
<td>DIG-172</td>
<td>Motion Graphics</td>
<td>3</td>
</tr>
<tr>
<td>DIG-175</td>
<td>Animation Production</td>
<td>3</td>
</tr>
<tr>
<td>DIG-190</td>
<td>Digital Video Design I</td>
<td>3</td>
</tr>
<tr>
<td>DIG-191</td>
<td>Digital Video Design II</td>
<td>3</td>
</tr>
<tr>
<td>DIG-192</td>
<td>Digital Video Editing</td>
<td>3</td>
</tr>
<tr>
<td>DIG-193</td>
<td>Production Management</td>
<td>3</td>
</tr>
<tr>
<td>DIG-195</td>
<td>Professional Production</td>
<td>3</td>
</tr>
<tr>
<td>DIG-194</td>
<td>Virtual Reality</td>
<td>3</td>
</tr>
</tbody>
</table>

**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.

<table>
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<td>Introduction to Digital Media</td>
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<td>Advanced Social Media Marketing</td>
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<td>Digital Video Design I</td>
<td>3</td>
</tr>
<tr>
<td>DIG-192</td>
<td>Digital Video Design II</td>
<td>3</td>
</tr>
<tr>
<td>DIG-193</td>
<td>Production Management</td>
<td>3</td>
</tr>
<tr>
<td>DIG-195</td>
<td>Professional Production</td>
<td>3</td>
</tr>
</tbody>
</table>

**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.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIG-190</td>
<td>Digital Video Design I</td>
<td>3</td>
</tr>
<tr>
<td>DIG-191</td>
<td>Digital Video Design II</td>
<td>3</td>
</tr>
<tr>
<td>DIG-192</td>
<td>Digital Video Editing</td>
<td>3</td>
</tr>
<tr>
<td>DIG-193</td>
<td>Production Management</td>
<td>3</td>
</tr>
<tr>
<td>DIG-195</td>
<td>Professional Production</td>
<td>3</td>
</tr>
</tbody>
</table>

**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.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS-125A</td>
<td>Web Development - Level 2</td>
<td>3</td>
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<tr>
<td>DIG-110</td>
<td>Introduction to Digital Media</td>
<td>3</td>
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<tr>
<td>DIG-180</td>
<td>Digital Media Design</td>
<td>3</td>
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<tr>
<td>DIG-181</td>
<td>Social Media Marketing</td>
<td>3</td>
</tr>
<tr>
<td>DIG-185</td>
<td>Advanced Digital Media Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Every effort has been made to keep program information current. Please use this information as a guide and consult with the chair of the department/program or an MSJC counselor.
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
Comm-103H Honors Interpersonal Communication 3 units

Humanities/Multicultural Gender Studies Any course from Area C (Humanities) or Area F (Multicultural Gender Studies) 3 units

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
or
MATH-096H Honors Intermediate Algebra 5 units
NURS-072 Basic Medical Surgical Nursing Skills Lab 0.5 unit
NURS-232 Role Transition 3 units

Note: Every effort has been made to keep program information current.
Please use this information as a guide and consult with the chair of the department/program or an MSJC counselor.
Note: Every effort has been made to keep program information current. Please use this information as a guide and consult with the chair of the department/program or an MSJC counselor.
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
- CDE-110H* Honors Child Development 3 units
- CDE-111 Child Health, Safety and Nutrition 3 units
- CDE-125* Child, Family and Community 3 units
- 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
- 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
- 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

**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
- CDE-110H Honors Child Development 3 units
- CDE-118 Diversity and Equity in Early Childhood Studies 3 units
- CDE-125 Child, Family and Community 3 units
- 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

**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