Los Angeles Trade Tech College

Spring 2013
Class Schedule
February 4, to June 3, 2013

Register Today
www.lattc.edu
IMPORTANT DATES

SPRING 2013 SEMESTER

Begins ................................................................. February 4, 2013
Ends ................................................................. June 3, 2013
First day to submit Application for Associate Degree &
Certificates of Achievement ................................ February 4, 2013

REGISTRATION DATES

EOPS & DSPS Students (in person or on-line) begins November 26-28, 2012
Continuing Students (on-line ONLY) begins November 29, 2012
New Students (on-line ONLY) begins December 24, 2012
Open enrollment (in person or on-line) begins January 22-25, 2013

Last Day To/For:

Add for semester length courses ................................ February 14, 2013
Drop without a “W” in person ................................ February 14, 2013
Drop with a refund or without paying the fees .......... February 14, 2013
Drop without a “W” by WEB ................................ February 18, 2013
Refund ................................................................. February 18, 2013
File for Pass/No Pass ........................................ March 18, 2013
Last day to submit Application for Associate Degree &
Certificates of Achievement ................................ March 22, 2013
Drop with a “W” In Person ..................................... May 3, 2013
Drop with a “W” by WEB ..................................... May 5, 2013

Holidays - No Classes

Presidents Holiday ............................................. February 15-18, 2013
Spring Recess .................................................. March 28-31, 2013
Cesar Chavez Day ............................................. April 1, 2013
Spring Recess .................................................. April 2-5, 2013
Memorial Day .................................................. May 27, 2013

Final Examinations:

• Spring 2013 - See Final Exam Schedule on page 103.

Remember:
It is the student’s responsibility to drop their classes.

ATTENTION STUDENTS: ENROLL EARLY!!

For more information on how to enroll in your classes or to have other
Student Services questions answered or about our “NEW” Queuing Sys-
tem located in the Student Services (JH) Building – First Floor, please refer
to page 8.
Welcome to Los Angeles Trade-Technical College!

We are excited that you have selected this institution as your destination for higher education. This community college provides some of the best career-technical training and transfer education around. In addition, we are committed to your success.

Within this schedule, you will find a wide variety of courses designed to meet your educational goals. Make sure you take advantage of all of the opportunities available on this campus. There are many programs to choose from and our training is considered in many cases, to be among the best in the world.

If you are interested in transferring to a four-year school, we have all of the transfer courses necessary to make that happen. Your success is our success, and we want to make sure you have the best educational experience possible.

Welcome to best community college around!

Sincerely,

Dr. Roland “Chip” Chapdelaine
President

Accreditation
Los Angeles Trade-Technical College, a California public, tax-supported community college, is officially accredited by the Western Association of Schools and Colleges and is fully approved by the Board of Governors of the California State University and independent colleges and universities to give full credit for appropriate courses completed. The Culinary Arts program is also accredited by the American Culinary Federation and Educational Institute. The Registered Nursing program is also accredited by the National League of Nursing.

Accuracy Statement
The Los Angeles Community College District and Los Angeles Trade-Technical College have made every effort to make this schedule accurate and may, without notice, change general information, courses, or programs offered. The reasons for change may include student enrollment, level of funding, or other issues decided by the district or college. The district and college also reserve the right to add, change, or cancel any rules, regulations, policies and procedures as provided by law.
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Vision and Mission of LATTC

College Vision through 2015
Los Angeles Trade-Technical College (LATTC) will be a global leader known for effectively incorporating leading-edge theories, proven educational practices, hands-on experiences and technology into its career technical and professional programs. LATTC graduates will be in high demand. Many will become community and business leaders and innovators.

Our Mission is to
Provide our students and community with high-quality technical and professional educational options that flexibly meet their life-long career development and academic goals; foster a climate of life-long learning; prepare our students to participate effectively in our democratic society; and generate economic development with our educational, governmental, community, and business partners.

Our Values are

Learning
We are committed to help all students define and attain their learning objectives whether career technical, professional, transfer, or basic skills. We are dedicated to student success and judge our success by their learning outcomes. Our faculty, administration and staff commit to and attain annual learning objectives.

Excellence
We set and meet the highest standards. We anticipate change. We regularly evaluate our programs, systems, facilities, equipment and teaching methods to incorporate improvements. We recruit the best faculty and staff and commit appropriate resources and time to their continuous development.

Respect
We value diversity in perspective, thought, and culture. We believe it contributes to creative approaches and solutions to problems or opportunities. Regardless of the extent of our differences, we are inclusive, civil, and collegial with each other, our students, our community, and all others.

Integrity
We say what we mean and we do what we say. We hold ourselves accountable to each other and our community. We meet or exceed professional standards and legal requirements. We honor the public’s trust by providing high quality services, while using our resources prudently and efficiently.

Teamwork
We believe that teams working collaboratively produce superior results. We foster collaborative relationships and teams, encompassing both campus-wide and external membership, to optimize the quality, acceptance, and implementation of their recommendations.

Decision-making
In the spirit of shared governance, we strive to keep the whole campus informed on emerging issues and involved in key decisions. We make sound data-based decisions that address multiple perspectives and account for short-and long-term implications.
Trade Bridge Academy or TBA is a new campus-wide initiative designed to improve YOUR success at Trade Tech.

The Trade Bridge Academy or TBA is a new commitment here at Trade Tech, not just a new program. TBA is designed to measurably improve student success across the board.

Trade Bridge Academy is a call to action, a commitment to develop an integrated pathway to success for our students. TBA focuses our resources, support services, instructional strategies and energy into a “one-stop academy” approach.

There are many talented faculty, staff and administrators committed to your educational goals, but that commitment needs to translate into successful outcomes. The campus leadership has embarked on a new, sustainable, college-wide strategy of specific and intense student support strategies, as well as instructional processes, that will lead to improved retention and accomplishment.

- Enhanced Enrollment Procedures for EVERY student
- Persistent Counseling for EVERY student
- Vigorous and Inclusive Orientations for EVERY student
- Aggressive Student Services for EVERY student
- Solving Issues for EVERY student
- Creating a Pathway to Success for EVERY student
- Visit the TBA homepage at: http://college.lattc.edu/tradebridgeacademy/
Books for Less $$$

Great Discounts for Textbooks

www.textbooks.com

www.half.com

www.cheapbooks.com

www.cheggs.com (book rentals)

Other Resources

Library Books on Reserve - How Does it work?
- The instructor has to assign the book to the library
- Can use for 2 hours at a time in the library
- Need Student ID

Emergency Book Loan Program - How Does it Work?
- Go in and fill out an application in the ASO office in C-105
- Must join ASO and pay ASO $7.00 fee
- For Fall and Spring only
- Available during the 1st 2 weeks of every semester – 1st come first serve/
  only a limited number available
- $100.00 book loan
- ASO President signs – takes 10 days after to receive it.
- You must pay back by the 8th week of the semester or by the time you receive your
  financial aid check
- If not paid, a hold is placed on your record that prevents you from registering, viewing
  and obtaining your transcripts.
New Student Services Numbering System at LA Trade Tech

In order to better serve the needs of our students, as a campus, we are using a new queuing system designed to provide the most efficient service possible within the Student Services (JH) Building. We want all students to be familiar with the process, so it serves your needs.

- You MUST visit the Information desk first, located in the lobby of the JH-building to inquire if you will need a ticket number.

- If you need one-on-one service, you must secure a ticket (like the one pictured above) from the information desk. The numbers are different with each office, so the ticket guarantees you a place in line among those who need service from that office. Numbers are announced in the lobby over the speakers located inside and outside the JH-building. You may also check the selected screens inside and outside the JH-building to see if you have been called.

- It is best to wait outside until your number is called, then proceed to the proper office window for service. Please refer to your ticket for the proper office window. Please understand that numbers correspond to particular offices, so just because a higher number is called, it does not mean that the person jumped in front of you.

Thank you for your patience and cooperation as we strive to serve you more efficiently, and thank you for attending Los Angeles Trade-Technical College.
Welcome to Los Angeles Trade-Technical College (LATTC). Listed below are the steps necessary to successfully enroll* for New students. JH refers to Juniper Hall, the Student Services Building.

**Steps To Successfully Enroll**

1. **Step 1**
   - Apply
     - Online at www.lattc.edu

2. **Step 2**
   - Attend Orientation
     - Sign Up: Information Center, JH, Lobby

3. **Step 3**
   - Take the TABE & Get LATTC Student ID Card
     - JH-303

4. **Step 4**
   - Take the TABE & Get LATTC Student ID Card
     - JH-303

5. **Step 5**
   - Take the Placement Test
     - JH-303

6. **Step 6**
   - Meet with a Counselor
     - JH-416

7. **Step 7**
   - Register for Classes
     - Online

8. **Step 8**
   - Apply for Financial Aid (JH-314)
     - and Pay Fees (JH, Lobby)

* For more detailed information about each step, please see the reverse side!

**Remember: It is your responsibility to drop a class!**
STEPS TO ENROLL

STEP 1: APPLY
Submit the college application online at www.lattc.edu, click “Apply Now” on the right.
- The application takes at least 3 business days from the time of submission to be processed.
- For more information regarding the exemption from payment of nonresident tuition for nonresident students who have attended a high school in California and received a high school diploma or its equivalent (Assembly Bill 540), see the Information Center or the Admissions Office in JH, Lobby.
- For K-12 students who are currently attending a middle school or high school, a Supplemental Application for Admissions of Students in Grades K-12 must be submitted together with the LATTC application. These forms must be approved by an Academic Administrator. For more information, please see the Bridges to Success Center in JH-316.

STEP 2: ORIENTATION
LATTC currently offers an in-person orientation. It is highly recommended that you attend. Please come to the Information Center for more information in JH- Lobby.
Exemption Criteria: You may be exempt from participating in orientation if earned an AA/AS or higher degree and/or completed 30 units or more, from an accredited institution. Please bring a copy of transcript or diploma to JH, Lobby to satisfy this exemption.

STEP 3 & 4: TABE TEST & LATTC PHOTO ID CARD
The Test of Adult Basic Education (TABE) is a diagnostic test which provides a summary of your general Math, Language, and Reading skills.
Do your best! This is not a pass or fail test. By taking TABE before the placement test, you increase your chances of educational success and reduce your time of study at LATTC. For more details about the TABE, stop by the Assessment Center in JH-303 or call (213) 763-5339.
To receive your LATTC Photo ID, go to the Information Center in JH- Lobby. For ID Office hours, please call (213) 763-5339.
Documents you need to bring: your LATTC Fee (Registration) Receipt for the current semester and a valid photo ID.

STEP 5: PLACEMENT TEST
If you are registering for English, Math, or English as a Second Language (ESL) class during this semester you will need to take the Assessment Test which is offered in JH-303 on a walk-in, first come, first served basis. For testing hours call (213) 763-5339.
- You need to bring a valid picture ID (no exceptions) and student ID number from the college.
- Exemption Criteria: You may be exempt from taking the assessment test if you meet and bring proof of any of the following criteria:
  a) Valid assessment test scores from LATTC or another college taken within the last 2 years.
  b) Completion of English 64 or Developmental Communications 21 (or higher) and Math 101 (or higher) at LATTC with a grade of “C” or better.
  c) Transcripts which show the completion of English and Math courses at another accredited college with a “C” or better.
  d) AP English and Calculus Exam with Scores of 3 or higher taken within the last 2 years.
  e) EAP scores that indicate college readiness for Math/English

STEP 6: MEET WITH A COUNSELOR
During the registration period, counselors will be available to assist students on a limited walk-in basis in JH-416. You may contact the Counseling Department at (213 763-7354)
Documents you need to bring: your assessment results if you are registering for an English, Math, or ESL class.

STEP 7: REGISTER FOR CLASSES
You may register for classes any time on or after your registration appointment date and time. You may register online through the Student Information System (SIS)**. For specific dates for each method of registering, please refer to the Important Dates page in the current schedule of classes.

STEP 8: FINANCIAL AID/PAYING FEES
YOU SHOULD APPLY FOR A FEEE WAIVER AND FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) AS SOON AS POSSIBLE! APPLY ONLINE AT WWW.FAFSA.GOV. LATTC’S SCHOOL CODE IS 001227. VISIT THE FINANCIAL AID OFFICE IN THE JH BUILDING (CHECK-IN AT WINDOW 10 ON THE FIRST FLOOR) OR CALL (213) 763-7082. Starting July 1, 2012 In order to qualify for financial aid you will need either a High School Diploma or GED, passed the CA Proficiency Examination or completed Home schooling.
You can pay required fees (classes, health fees, etc) and purchase your parking permit at the Business Office in JH- Lobby or online through the Student Information System (SIS)**.

**For instructions on how to use the Student Information System to REGISTER FOR CLASSES, VIEW HOLDS, VIEW FINANCIAL AID STATUS, etc. see Page 13.
Welcome to Los Angeles Trade-Technical College (LATTC). Listed below are the steps necessary to successfully enroll* for **Returning** students. JH refers to Juniper Hall, the Student Services Building.

<table>
<thead>
<tr>
<th>Step</th>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Apply</td>
<td>Online at <a href="http://www.lattc.edu">www.lattc.edu</a></td>
</tr>
<tr>
<td>2</td>
<td>Take the Placement Test</td>
<td>JH-303</td>
</tr>
<tr>
<td>3</td>
<td>Meet with a Counselor</td>
<td>JH-416</td>
</tr>
<tr>
<td>4</td>
<td>Register for Classes</td>
<td>Online</td>
</tr>
<tr>
<td>5</td>
<td>Apply for Financial Aid (JH-214) and Pay Fees (JH-Lobby)</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Get LATTC Student ID Card</td>
<td>JH-Lobby</td>
</tr>
</tbody>
</table>

* For more detailed information about each step, please see the reverse side!

**Remember: It is your responsibility to drop a class!**
**STEPS TO ENROLL**

**STEP 1: APPLY**
Submit the college application online at www.lattc.edu, click “Apply Now” on the right.
- The application takes at least 3 business days from the time of submission to be processed.
- For more information regarding the exemption from payment of nonresident tuition for nonresident students who have attended a high school in California and received a high school diploma or its equivalent (Assembly Bill 540), see the Information Center or the Admissions Office in JH-Lobby.
- For K-12 students who are currently attending a middle school or high school, a Supplemental Application for Admissions of Students in Grades K-12 must be submitted together with the LATTC application. These forms must be approved by an Academic Administrator. For more information, please see the Bridges to Success Center in JH-316.

**STEP 2: PLACEMENT TEST**
If you are registering for English, Math, or ESL class during this semester you will need to take the placement test which is offered in JH-303 on a walk-in, first come, first served basis. For testing hours call (213) 763-5337.
- You need to bring a valid picture ID (no exceptions) and student ID number from the college.
- Exemption Criteria: You may be exempt from taking the placement test if you meet and bring proof of any of the following criteria:
  a) Valid placement scores from LATTC or another college taken within the last 2 years.
  b) Completion of English 64 or Developmental Communications 21 (or higher) and Math 101 (or higher) at LATTC with a grade of “C” or better.
  c) Transcripts which show the completion of English and Math courses at another accredited college with a “C” or better.
  d) AP English and Calculus Exam with Scores of 3 or higher taken within the last 2 years.
  e) EAP scores that indicate college readiness for Math/English.

**NOTE:** By taking the Test of Adult Basic Education (TABE) before the placement test, you increase your chances of educational success and reduce your time of study at LATTC. TABE is a diagnostic test which provides a summary of your general Math, Language, and Reading skills. TABE is not a pass or fail test. For more details about the TABE, stop by the Assessment Center in JH-303 or call (213) 763-5339.

**STEP 3: MEET WITH A COUNSELOR**
During the registration period, counselors will be available to assist students on a limited walk-in basis in JH-416. You may contact the Counseling Department at (213) 763-7354.
Documents you need to bring: your assessment results if you are registering for an English, Math, or ESL class.

**STEP 4: REGISTER FOR CLASSES**
You may register for classes any time on or after your registration appointment date and time. You may register online through the Student Information System (SIS)**. For specific dates for each method of registering, please refer to the Important Dates page in the current schedule of classes.

**STEP 5: FINANCIAL AID/PAYING FEES**
**YOU SHOULD APPLY FOR A FEE WAIVER AND FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) AS SOON AS POSSIBLE! APPLY ONLINE AT WWW.FAFSA.GOV. LATTC’S SCHOOL CODE IS 001227. VISIT THE FINANCIAL AID OFFICE IN THE JH BUILDING (CHECK-IN AT WINDOW 10 ON THE FIRST FLOOR) OR CALL (213) 763-7082.** In order to qualify for financial aid you will need either a High School Diploma or GED, CA Proficiency Examination or Home schooling. You can pay required fees (classes, health fees, etc) and purchase your parking permit at the Business Office in JH-Lobby or online through the Student Information System (SIS)**.

**STEP 6: LATTC PHOTO IDENTIFICATION CARD**
To receive your LATTC Photo ID, please go to the Information Center in JH-Lobby. For more information or for ID office hours, please call (213) 763-5339.
Documents you need to bring: your LATTC Fee (Registration) Receipt for the current semester and a valid photo ID.

**For instructions on how to use the Student Information System to REGISTER FOR CLASSES, VIEW HOLDS, DROP CLASSES, VIEW GRADES, etc see Page 13.**
How to View Registration Appointment, Register/Drop Classes, View Holds, View Schedule, Pay Fees, etc.

1. Go to “www.lattc.edu”
2. Click, “Register Now”, located at the top right
   a. Enter the following: Your SID (881234567) or SSN (123456789) & PIN (MMDD). Your PIN is your birth month and date (for example, if you were born January 7th, your pin is 0107)
   b. Click, “Submit”
3. Select an option on the right to register/drop classes, view your registration date, view grades, pay fees, etc.

**FREQUENTLY USED OPTIONS**

- View Holds: To view holds (such as unpaid fees) on your records. In order to register for classes or to receive transcripts, you must first clear all holds.
- View Reg Appt.: To view your Registration Appointment date and time. You must have an appointment date to add classes. You can only register for classes anytime on or after your registration appointment date and time. If you do not have a registration date, contact Admissions and Records at (213) 763-5300 or JH- Building, 1st Floor.
- View Placement: To view your Mathematics, English, or English as a Second Language (ESL) assessment test results.
- Registration: To register for or drop classes. You will need the four digit section number for each class. In this example, “1600” is the section number. You may only add or drop one class at a time. Click “Registration” each time you wish to add or drop a class. Section numbers are located in the current class schedule.
  
  Example:
  
  ![](1600.png)

  lec 07:00am-08:25am MW STAFF

- View Subject: To view available open class sections (example: to view all open Math 125 classes).
- View Schedule: To view your class schedule for any semester/term.
- Financial Aid: To view your financial aid award.
- View and Pay Fees: To view and pay fees owed. Please remember that health fees are mandatory and are not covered by the fee waiver.
- View Grades: To view grades for any semester/term.
- Transcripts (Unofficial): View and print a copy of your unofficial transcripts. Official transcripts must be requested through Admissions and Records, JH-1st Floor.
- Personal Info: To view your personal information. To make corrections, visit Admissions & Records in JH- 1st Floor.

4. Please remember to LOG OUT (click “Sign Out”) after you are finished.
Registration Appointment and “Hold” Checked

Step 1: How to find registration appointment

Students can find their registration appointment date by (1) logging on our college website [lattc.edu], (2) go to the navigation menu and place the cursor on Students, (3) click on Student Information System on the drop down menu, (4) log in by entering their Social Security # or Student ID # and enter the 4 digit PIN (which is the month and day of their birthday), and (5) click on View Reg Appointment to get their date of registration.

Step 2: Check if any HOLDS exist prior to enrolling for classes

To ensure that students can enroll for classes without any problems, they need to check if any HOLDS exist.

To determine if student has a HOLD on his/her records, they must do the following: (1) logging on our college website [lattc.edu], (2) go to the navigation menu and place the cursor on Students, (3) click on Student Information System on the drop down menu, (4) log in by entering their Social Security # or Student ID # and enter the 4 digit PIN (which is the month and day of their birthday), and (5) click on View HOLDS. If a HOLD(s) exist(s), student must have the hold removed prior to enrolling in classes.
How to apply to LATTC on-line:

New & Returning Students:

Step 1: Fill out the Application:
A. Go to www.laccd.edu
B. Click on Admissions & Registration
C. Click on Apply for Admission

Step 2: After submitting your application, you will receive an email response within 48 hours. You may then receive your appointment registration.

Continuing Students:
A. Go to www.laccd.edu
B. Click on Student Information System

Assistance for the hearing impaired
If you are Hearing Impaired and need an interpreter or other related services, please contact the Disabled Student Programs and Services at (213) 763-3773.

Your Appointment to Register Can be Used for ANY College in the LACCD!
With your appointment to register, you can use the college’s web-based registration system to register for classes at any of the colleges in the Los Angeles Community College District (LACCD) - East L.A. College, L.A. City College, L.A. Harbor College, L.A. Mission College, Pierce College, L.A. Trade Technical College, L.A. Southwest College, L.A. Valley College, and West Los Angeles College. You can register for Instruction Television (ITV) classes as well. You do not need to apply separately in order to register at these colleges.

12,000 Classes to Choose From!
The opportunity to enroll at multiple colleges gives you access to over 12,000 classes throughout the nine colleges in the Los Angeles Community College District.

Search for Classes on the Web!
Using the college’s web registration system, you can search for available classes at any college in the Los Angeles Community College District. You can even search for a particular course by time and days of the week!
WITHDRAWING FROM A CLASS IS A SERIOUS DECISION

New statewide regulations are now in effect that change the way students should think about enrolling in, and then withdrawing from, classes.

Community colleges get most of their money from the state based on enrollment. Your fees cover only a fraction of the cost. Each class you enroll in results in compensation to the college from the state, and that is how the college stays open.

In the past a student could withdraw from the same course up to 4 times, and in addition repeat the course up to two times to try to improve a grade of D or F. In other words, you could get a “W” in the same course 4 times and complete the course up to three times until attaining a grade of “C” or better.

AS OF JULY 1ST, 2012, A WITHDRAWAL “W” COUNTS AS AN ATTEMPT AND YOU ONLY GET THREE ATTEMPTS AT ANY ONE COURSE.

AFTER THAT, THE STATE WON’T PAY THE COLLEGE FOR YOU TO TAKE THE COURSE AGAIN.

What this means for LATTC students

- Students who drop or are excluded after the last day to drop without a grade of “W” will have a “W” appear on their transcript. The “W” will count as an attempt for that course.
- A course on a student’s transcript which currently shows a recorded “W” counts as an attempt for that course.
- Students will not be allowed to register for any course within the LACCD if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.
- Add permits for a course within the LACCD will not be processed if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.
- For courses specifically designated as “repeatable,” students may repeat up to three times. (See Title 5 California Code of Regulations sections 55040, 55041, 58161).
- You may petition through Admissions and Records for one more try citing “extenuating circumstances;” however, for the most part the only extenuating circumstances that are allowed are military deployment or natural disaster.
- If your registration is blocked because of this rule; getting an add permit will not help.

WHAT YOU SHOULD DO

- If you must drop a course, drop before the specified deadline for dropping classes without a grade of “W”.
- Be sure you’re academically ready for classes you enroll in.
- See a counselor to help you make good decisions about your educational plan.
## Enrollment & Registration Information

### Fees At a Glance

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Enrollment Fee</strong></td>
<td>S46* per unit for California residents, with no maximum. *Subject to change by the California Legislature.</td>
</tr>
</tbody>
</table>
| **Health Services Fee** | *S11 per semester Spring & Fall *
* S8 per semester Summer & Winter Intersession *Subject to change by the LACCD Board of Trustees. |
| **Non-Resident Tuition Fee** | Out-of-state students: $190 per unit plus enrollment fee of $46 per unit |
| **Foreign students:** | $190 per unit plus a $22 Capital Outlay Fee per unit and enrollment fee of $46 per unit |
| **(SEVIS) Foreign Student Processing Fee** | Per semester: S25 Non-refundable |
| **Resident and Non-Resident Tuition Refund Schedule** | **Class Type** | **Date of Drop Time Stamped** | **Refund** |
| | Regular Length (Fall & Spring) | Through second week of instruction | Full Refund |
| | | After second week of instruction | No Refund |
| | Short Term, Summer, Winter Intersession (Less than regular length) | Through 10% of class length | Full Refund |
| | | After 10% of class length | No Refund |
| **Auditing** | S15 per unit Non-refundable unless the class is cancelled |
| **Parking Permits** | Fall & Spring Semesters: $27 Preferred; $20 General Summer & Winter: $10 General |
| **ASO Fee** | S7 per semester |
| **Student Representation Fee** | S1 per semester - Non-refundable |
| **Public Transportation Purchases** | Students can purchase monthly bus passes from the college if they complete a Metro Student Application three (3) weeks prior to the first monthly pass purchased. |

### Tuition Refund Schedule

- **Resident and Non-Resident Tuition Fee:**
  - Fall & Spring Semesters:
    - Preferred: S46* per unit per semester with no maximum per semester. Non-resident students paying non-resident fees are required to pay the forty-six dollars ($46*) per unit enrollment fee. Fees must be paid at the time of registration or risk being excluded from class. Enrollment fee waivers are available to qualifying students. Contact the Financial Aid Office in Student Services Building, JH-214 or call (213) 763-7082 for information about fee waivers prior to payment. Make fee payments in the Business Office, JH-115 or on the web after registering.

### Health Services Fee

- The Board of Trustees has required that each college collect a mandatory eight-eleven-dollar (S8/$11) health services fee. This fee must be paid at the time of registration. The Los Angeles Community College District Policy exempts the following students from paying the student health fee: (a) students who depend exclusively on prayer for healing in accordance with the teaching of a bona fide religious sect, (b) students who are attending classes under an approved apprenticeship training program, (c) non-credit education students, (d) students enrolled in District colleges exclusively at sites where student health services are not provided, (e) students who are enrolled in District colleges exclusively through Instructional Television or distance education classes, (f) student who are enrolled in District colleges exclusively through contract education. Students exempted under the provisions of (b), (c) above are eligible to receive the services of the college health program; all other exempted students are not eligible to receive the services.

### Non-Resident Tuition Fee

- The 2012-2013 tuition for non-resident students is S190 per unit plus the S46* per unit enrollment fee. Fees must be paid at the time of registration or risk being excluded from class.

### Board Rule 8100.15 - Nonresident Tuition Fee Exemption on the Basis of Demonstrated Financial Need

- Students who are citizens and residents of a foreign country, or who are legally precluded from establishing residency in California, shall be entitled to exemption from nonresident fees on the basis of individual financial need in accordance with regulations adopted by the Chancellor. Such individual exemptions shall not be granted in excess of ten percent (10%) of the District's students who are both citizens and residents of a foreign country.

### Health Services Fee

- Effective Fall Semester, 2003, the Board established a twenty-five dollar ($25.00) per semester processing fee for students classified as nonresidents who are both citizens and residents of a foreign country.

### Health Services Fee

- The 2012-2013 tuition for foreign students is S190 per unit plus the S46* per unit enrollment fee and the Board of Trustees adopted S22 per unit fee pursuant to Education Code Section 76140. These fees are subject to change each academic year. Foreign students must pay a non-refundable S35 application fee.

### Health Services Fee

- Students who are exempted may obtain a Health Services Exemption Form from the Admission Office (JH-106). Completed forms must be returned to the Admissions Office for approval.

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FEES AT A GLANCE

Enrollment Fee Assistance

For immediate enrollment fee assistance, students who are unable to pay the enrollment fee should complete the Board of Governors’ Enrollment Fee Waiver application and submit it to the college Financial Aid Office for processing prior to payment of their enrollment fees. Students who complete a Free Application for Federal Student Aid (FAFSA) will be given an automatic fee waiver based upon the information reported on the application. There is no need to complete a paper application if you have received notification of an automatic fee waiver for the 2012-2013 school year. Go directly to the Business Office, Cashier Window, JH-109, to pick up your registration receipt. Students who had a fee waiver last year must submit a new application for the new year, which includes Summer 2012, Fall 2012, Winter-Intersession 2013, and Spring 2013. Applications are available in the class schedule, the Information Center, and the Financial Aid Office. There are three ways to qualify:

Method A (BOG A) – For families or students who receive TANF/CALWORKS, General Relief (GR), Supplemental Security Income (SSI/SSP).

Method B (BOG B) – For families or students whose family income and size fall with the following limits:

<table>
<thead>
<tr>
<th>Family Size</th>
<th>2011 Income</th>
<th>Family Size</th>
<th>2011 Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$16,335</td>
<td>5</td>
<td>$39,255</td>
</tr>
<tr>
<td>2</td>
<td>$22,065</td>
<td>6</td>
<td>$44,985</td>
</tr>
<tr>
<td>3</td>
<td>$27,795</td>
<td>7</td>
<td>$50,715</td>
</tr>
<tr>
<td>4</td>
<td>$33,925</td>
<td>8</td>
<td>$56,445</td>
</tr>
<tr>
<td>Each Additional Family Member</td>
<td>$5,730</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Special Classification Enrollment Fee Waivers:
You also be eligible for a BOG if:

- you are a dependent of a deceased or disabled veteran of the U.S. Military
- you are a recipient of a Congressional Medal of Honor or a child of a recipient
- you are a dependent of a victim of the September 11, 2001 terrorist attack
- you are a dependent of a deceased law enforcement/fire suppression person killed in the line of duty.

Proof of these benefits is required.

Method C (BOG C) – Students who do not meet the above criteria, but have financial need as established by the College Financial Aid Office, may also be eligible for an Enrollment Fee Waiver. To qualify, students must complete a 2012-2013 Free Application for Federal Student Aid (FAFSA) and provide proof of prior year income. Processing of this type of fee waiver takes approximately ten working days.

Fee Exemption: Attention Board of Governors Fee Waiver Students

Beginning fall 2006, all students will be charged the health fee ($11 for fall and spring and $8 for summer and winter). This fee will no longer be waived for students who are eligible for a fee waiver. Please feel free to contact the Financial Aid Office on extension 7082 if you have any questions. There are no fee waivers for audited classes. Other financial aid may be available to students who meet the qualification requirements. Students with questions concerning financial aid eligibility should contact the College Financial Aid Office, Student Services Building JH-214.

Refund Policy

All refunds must be requested in the Business Office (JH-109).

- Full semester (Fall & Spring) refunds are issued for classes dropped through the end of the second week of instruction. Thereafter, no refund is authorized, except when college action to cancel or reschedule a class necessitates the drop.
- For all short term, Summer session, and Winter Intersession classes, a refund is issued for classes that are dropped prior to a period of time equal to 10% of the total class time, must usually be dropped during the first week of class. Thereafter, no refund is authorized, except when college action to cancel or reschedule a class necessitates the drop.
- If college expenses have been paid by federal financial aid funds, any refund due will revert to the financial aid program rather than to the student.
- The date used for refund purposes is the date on which the drop is processed, regardless of when separation may have occurred.
- All non-resident refunds will be made by credit card or check.
- All students please check for refund disclaimer in section on course repetition.

Campus Refund Procedure
1. Student must drop class by refund deadline.
2. In order to receive a refund, the student must request the refund in the Business Office (JH-109).
3. After the second week of classes, students must request refund by calling 213.763.7225 or by mail.
4. The campus Business Office will make no refund disbursements during the first 2 weeks of the semester.
5. Students who have paid their fees by check shall get their refunds pending verification that their checks have cleared the bank.
6. Cash refund limit is $100.00

Instructional Materials

Students may be required to pay for or provide instructional and other materials required for a credit or noncredit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District. If class material are provided, the student may be assessed those costs for materials. Payment and verification of material fees is to be completed at the college Bookstore or Business Office, JH-109.

Returned Check Fee

A $10 fee is charged for any check returned by the bank unpaid. A hold is placed on the student’s record until the financial obligation is settled.
TAKING THE ASSESSMENT TEST

In order to help students get the most out of their higher education, the college provides tests that assess a student’s general educational background and skills in: Math, English, and English as a Second Language (ESL). The Matriculation Department is concerned that you successfully complete your course work at LATTC by selecting courses that will meet your educational goals. These tests help students select courses that are realistic and compatible with their level of academic preparation and experience.

LATTC offers computerized assessment testing. The student will receive a copy of their assessment results. You may take your assessment test results to the counselors who will make appropriate course recommendations.

Assessment Center

Phone: (213) 763-5339
Location: Building JH-303
Office Hours:
- Monday, Tuesday, Thursday: 8:00 a.m. to 4:00 p.m.
- Wednesday: 8:00 a.m. to 7:00 p.m.
- Friday: By appointment

Frequently Asked Questions:

When can I take the test?
The test is available in JH-303. A current application must be on file with Admissions & Records. Please bring your LATTC/LACCD Student I.D. number.

Do I need to study for this test?
It is Highly recommended that you study for the test. This is not a pass or fail test. However, it is important for a student to take the test to the best of their ability. This test affects the number of Math and English courses a student must complete in order to meet graduation/transfer requirements. If the student disagrees with scores, they have the right to challenge their test scores.

What do I need to bring with me?
Students need to bring a valid photo ID in order to take the test. There are NO EXCEPTIONS to this policy! The ID must be original, No photocopies. Examples of ID include a California Driver’s License, California ID, a pass-port, high school picture ID, etc.

How long does the test take?
The test is self-paced. Most students finish in about 2 hours. Please arrive at least two (2) hours before closing time.

How long are the test scores valid?
Test scores are valid for 2 years. Retesting for General Placement of English/Math/ESL is only every two years. You may challenge your placement results.

What does it take to be exempt from taking the assessment test?
The student must meet one of the following criteria:
- Valid assessment scores from LATTC or another college taken within the last 2 years. Valid test scores print-out required.
- Completion of English or Math courses at any accredited college with a grade of “C” or better (transcripts required).
- AP English or Calculus Exam Scores of 3 or higher taken within the last 2 years. Valid test scores print-out required.
- EAP test scores that indicate college readiness for Math/English.

Transcript, test scores, or a college diploma MUST be provided as proof for assessment test exemption to the Assessment Center.

The Assessment Center offers “Tests of Adult Basic Education” (TABE) a diagnostic test. This test will measure the student’s grade level in Language, Math, and Reading. This is not a pass/fail test. This is a timed test. Test is available through department referral. Please see the Assessment Center for further information.
## Support Services – Operation Hours

*Hours/Locations subject to change. Please call department to verify at (213) 763-XXXX (refer to Extension listing)

Note: Refer to campus map on page 107 of this schedule for building abbreviation and location.

<table>
<thead>
<tr>
<th>Department</th>
<th>Location</th>
<th>Hours</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions and Records</td>
<td>Student Services Building, JH-1st Floor</td>
<td>Mon.-Thurs: 8:00am-7:00pm Fri: 8:00am-3:00pm</td>
<td>5300</td>
</tr>
<tr>
<td>Assessment Center</td>
<td>3rd Floor, JH-303</td>
<td>Mon, Tues, Thurs: 8:00am-4:00pm Wed: 8:00am-7:00pm Fri: By appointment</td>
<td>5339</td>
</tr>
<tr>
<td>Associated Student Organization (ASO)</td>
<td>RH-105</td>
<td>Mon.-Thurs: 8:00am-8:00pm Fri: 8:00am-4:00pm</td>
<td>7200</td>
</tr>
<tr>
<td>Bookstore</td>
<td>CH-102</td>
<td>Mon-Thurs: 7:15am-6:15pm Fri: 7:15am-3:00pm</td>
<td>7210</td>
</tr>
<tr>
<td>Bridges to Success Center</td>
<td>3rd Floor, JH-316</td>
<td>Mon.-Thurs: 7:00am-7:00pm Fri: 7:00am-1:00pm</td>
<td>5560</td>
</tr>
<tr>
<td>Business Office</td>
<td>Student Services Building, JH-1st Floor</td>
<td>Mon.-Thurs: 8:00am-7:00pm Fri: 8:00am-3:00pm</td>
<td>7225</td>
</tr>
<tr>
<td>Career Center</td>
<td>RH-107A</td>
<td>Mon, Tues, Thurs: 9:00am-5:30pm Wed: 9:00am-4:30pm Fri: 9:00am-1:00pm</td>
<td>7104</td>
</tr>
<tr>
<td>Child Development Center</td>
<td>Corner of 21st and Olive Street</td>
<td>Mon- Fri: 6:30am-4:00pm (16 months-5 yrs)</td>
<td>3690</td>
</tr>
<tr>
<td>Cooperative Agencies Resources for Education (CARE)</td>
<td>2nd Floor, JH-205</td>
<td>Mon, Tues, Thurs: 8:30am-7:00pm Wed: 8:30am-4:00pm</td>
<td>7097</td>
</tr>
<tr>
<td>Cafeteria</td>
<td>SA-Building, 1st Floor</td>
<td>Mon-Thurs. Breakfast: 7:30am-10:00am Lunch/Dinner: 11:00am-5:00pm</td>
<td>7331</td>
</tr>
<tr>
<td>Counseling Services</td>
<td>4th Floor, JH-416</td>
<td>Mon.-Thurs: 8:00am-7:00pm Fri: 8:00am-3:00pm</td>
<td>7354</td>
</tr>
<tr>
<td>Disabled Student Program &amp; Services</td>
<td>EL-110</td>
<td>Mon-Thurs: 8:30am-4:00pm</td>
<td>3773</td>
</tr>
<tr>
<td>Extended Opportunity Program and Services</td>
<td>2nd Floor, JH-205</td>
<td>Mon, Tues, Thurs: 8:30am-7:00pm Wed: 8:30am-4:00pm</td>
<td>7097/7117</td>
</tr>
<tr>
<td>Financial Aid Services</td>
<td>Student Services Building, JH-2nd Floor</td>
<td>Mon.-Thurs: 8:00am-2:00pm &amp; 4:30pm-7:00pm (limited services on Fridays)</td>
<td>7082</td>
</tr>
<tr>
<td>Financial Aid Lab Station #10</td>
<td>3rd Floor, JH-314</td>
<td>Mon.-Thurs: 8:00am-7:00pm Fri: 8:00am-3:00pm</td>
<td>7082</td>
</tr>
<tr>
<td>GAIN/CalWORKs</td>
<td>4th Floor, JH-403</td>
<td>Mon.&amp;Thurs: 8:00am-7:00pm Tues.&amp; Wed: 8:00am - 4:00pm Fri: 8:00am-2:00pm</td>
<td>7109</td>
</tr>
<tr>
<td>Information Center</td>
<td>Student Services Building, JH-1st Floor</td>
<td>Mon-Thurs: 8:00am-7:00pm Fri: 8:00am-3:00pm</td>
<td>5337</td>
</tr>
<tr>
<td>International Students</td>
<td>4th Floor, JH-415</td>
<td>Mon-Thurs: 9:00am-6:00pm Fri: 9:00a.m.-1:00pm</td>
<td>5345</td>
</tr>
<tr>
<td>Department</td>
<td>Location</td>
<td>Hours</td>
<td>Extension</td>
</tr>
<tr>
<td>-----------------------------</td>
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</tr>
<tr>
<td>Learning Skills Center</td>
<td>RH-106</td>
<td>Mon.-Thurs: 8:00am-8:00pm</td>
<td>3738</td>
</tr>
<tr>
<td>Library</td>
<td>MA- Library North &amp; South (green &amp; white bungalows)</td>
<td>Fri: 8:00am-2:00pm</td>
<td></td>
</tr>
<tr>
<td>Matriculation</td>
<td>3rd Floor, JH-303</td>
<td>Mon, Tues, Thurs: 8:00am-4:00pm</td>
<td>5348</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wed: 8:00am-7:00pm</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fri: By appointment</td>
<td></td>
</tr>
<tr>
<td>Open Computer Lab</td>
<td>RH-109</td>
<td>Mon-Thurs: 8:00am-8:00pm</td>
<td>7208</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fri: 8:00am-3:00pm</td>
<td></td>
</tr>
<tr>
<td>Puente Program</td>
<td>4th Floor, JH-413</td>
<td>Mon, Wed, Thurs: 8:00am-4:30pm</td>
<td>3771</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tues: 8:00am-5:00pm</td>
<td></td>
</tr>
<tr>
<td>Reading Center/ESL Center</td>
<td>RH-107</td>
<td>Mon-Thurs: 8:00am-6:00pm</td>
<td>3753</td>
</tr>
<tr>
<td>Student Employment Center</td>
<td>RH-107A</td>
<td>Mon-Thurs: 8:00am-1:00pm,</td>
<td>7124</td>
</tr>
<tr>
<td></td>
<td></td>
<td>&amp; 3:00pm-6:00pm</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fri: 8:00am-1:00pm</td>
<td></td>
</tr>
<tr>
<td>Student Health Center</td>
<td>EL-102</td>
<td>Mon, Wed: 8:00am-6:00pm</td>
<td>3764</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tues, Thurs: 8:00am-4:00pm</td>
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<tr>
<td></td>
<td></td>
<td>Fri: 8:00am-12:00pm</td>
<td></td>
</tr>
<tr>
<td>Student ID Card</td>
<td>3rd Floor, JH-303</td>
<td>Mon, Tues, Thurs: 8:00am-4:00pm</td>
<td>5339</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wed: 8:00am-7:00pm</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Fri: By appointment</td>
<td></td>
</tr>
<tr>
<td>Tutoring Center</td>
<td>RH-106</td>
<td>Mon.-Thurs.: 8:00am-6:00pm</td>
<td>3754</td>
</tr>
<tr>
<td></td>
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<td>Friday: 8:00am-2:00pm</td>
<td></td>
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<tr>
<td>University Transfer Center</td>
<td>2nd Floor, JH-203</td>
<td>Mon: 9:00am-6:00pm</td>
<td>7154</td>
</tr>
<tr>
<td></td>
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<td>Tues, Wed: 8:30am-3:30pm</td>
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<td>Thurs: 8:30am-4:00pm</td>
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<td>Fri: 9:00am-1:00pm</td>
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<tr>
<td>Veterans Services</td>
<td>RH-100A</td>
<td>Mon-Thurs: 8:30am-4:00pm</td>
<td>5571/5305</td>
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<tr>
<td></td>
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<tr>
<td>Writing Center</td>
<td>RH-100</td>
<td>Mon.-Thurs.: 8:00am-6:00pm</td>
<td>3797</td>
</tr>
</tbody>
</table>
**Prerequisites, Co-requisites & Advisories: Your Path to Academic Success!**

**Prerequisites, Co-requisites and Advisories**

**What Do They All Mean?**

**Prerequisite** is a condition that a student has to meet prior to enrolling in the class. Completion of the prerequisite demonstrates that you are ready and able to succeed in the course you want to take. A prerequisite is usually either another course, or a specific test score on a standardized test.

**Co-requisite** is a course that must be taken at the same time as the course you want to take.

**Advisory** or recommended preparation means that you are advised, but not required, to have taken the course(s) or met the test scores before enrolling in the class.

**PLEASE CHECK YOUR CLASSES CAREFULLY:**

**Prerequisites are enforced!**

Want to take a course with a pre-requisite? You can satisfy a prerequisite several ways:

1. Take the prerequisite course at Trade-Tech or another college in the District and achieve a grade of “C” or better, so that it shows on your official transcript;
2. Provide proof that you’ve successfully completed the requirement(s) at another college. You can bring transcripts or assessment scores from another school to the Matriculation Department and they will be reviewed. If your course is approved, you’ll be given a clearance to register.
3. Take a test – known as a challenge exam – to show that you have the knowledge and skills necessary to successfully prepare you for the course you want to take;
4. If the course you want to take has an assessment test score as a prerequisite, you’ll need to visit the Assessment Center and complete the required test. Your score will then be given to you, and the prerequisite(s) will be cleared once you receive a copy of your placement score(s).

If you have any questions or need more information, please contact the Matriculation Department at (213) 763-5339 or visit us in JH-303.

**Challenging a Pre- or Co-requisite**

If you want to challenge a prerequisite or co-requisite, i.e., you have not met the necessary prerequisite conditions but believe you should be allowed into the class anyway, you can challenge it if:

1. The prerequisite has not been made reasonably available;
2. The prerequisite is not valid because it is not necessary for success in the course you want to take;
3. The prerequisite is discriminatory or applied in a discriminatory manner;
4. You believe you have the knowledge or ability to succeed in the class without the prerequisite.

If you believe any of the above is true, you have the right to challenge the prerequisite or co-requisite. To obtain a Challenge Form, please visit the Matriculation Department or the Assessment Center and follow their directions.
WEB ENROLLMENT

For students who do not have computer access at home, the campus computer labs are available for online registration. You can also ask for direct assistance in the Admissions Office in JH-Lobby.

Welcome to Los Angeles Trade Tech’s Web Enrollment Program.

Continuing students will receive notifications with personal appointment date and time of web registration for Spring 2013. This is a priority date based on the number of UNITS you have completed at Los Angeles Trade-Technical College. Visit our website for your appointment.

Residence Requirements

California Residence Requirement for Tuition Purposes
A student shall be classified as California Residents for enrollment fee purposes if he/she qualifies for option #1 or option #2:

Option #1: He/She is a U.S. Citizen and has been a legal resident of the state of California for one year and one day prior to the beginning of the semester.

Option #2: He/she is not a U.S. Citizen, but has taken the first step toward acquiring an immigration status that would allow him/her to permanently reside in the U.S. at least one year and one day prior to the beginning of the semester.

—AND—

He/she has been a legal resident of the state of California for one year and one day prior to the beginning of the semester. The information given by each student is subject to certification.

District Residence Requirement
At the time of application each student is required to file a Statement of Residence to ascertain the college district jurisdiction in order to comply with requirements of the law. The information given by each student is subject to certification, and any falsification can result in immediate cancellation of registration and exclusion from the College.

Residence More than 60 Miles From Nearest College
Full time students under 21 years of age and honorably discharged veterans under 25 years of age who live 60 miles from the nearest college are eligible for a maintenance allowance. See Registrar for additional information.

IMPORTANT INFORMATION: Effective January 2002, all students regardless of their immigration status, who meet all the requirements set under the new law AB 540, can be exempted from Non-Resident Tuition. Please see Admissions & Records Office, JH-Lobby, for details.
ADMISSION CLASSES
Only students who have been admitted to the College and are in approved active status may add open classes. Any applicable fees for increased UNITS will apply.

Adding Classes Prior to the Start of the Semester - enrolled students may add a class prior to the first day of the semester/session by completing an Add/ Drop Permit during the in-person registration process, or by using the web enrollment system at www.lattc.edu.

During Late Add Period - students can add an open class (or classes) by presenting a signed Add Permit to the Admissions and Records office. The Add Card must be signed by the instructor of record or their designee and returned to Admissions and Records the same day it was issued. A signed copy must be presented to the instructor at the next class meeting.

After Late Add Period - there is no petition process for late adds after the deadline, however, students may add any open entry/open exit class without an Add/Drop Permit.

AUDITING CLASSES
Classes may be audited on a space available basis. There is a $15 per unit non-refundable fee to audit a class; for more information, please see the “Fees at a Glance” section of this schedule.

CONCURRENT ENROLLMENT/CLASS CONFLICT
Students are not allowed to enroll in multiple sections of the same course during a single semester. Concurrent enrollment in cross-referenced courses is not permitted, nor is enrollment in classes scheduled or conducted during overlapping times. Students violating this regulation will be excluded from both classes and be denied course credit. They will also be subject to disciplinary action. Please see Standards of Student Conduct in the current catalog for more information.

CANCELED CLASSES
Due to low enrollment, some classes listed in this schedule may be cancelled. If a class has been cancelled, you are eligible for a refund of any fees you have paid toward that course.

COURSE AND ACTIVITY REPETITION FOR ADDITIONAL CREDIT
Certain courses may be repeated for additional credit. These courses, marked “RPT” in the class section of the college catalog, allow the student an expanded educational experience each time the student enrolls in the course. Enrollment in these courses is limited in any activity to a maximum of three repeats for a total of four (4) enrollments, regardless of the repeatability of individual courses. The activity limitation also applies to courses which are not repeatable in themselves but for which similar activities exist. For example, there are several similar course titles in Art, Music, Theater, and Physical Education which are considered to be the same activity. A student may enroll four times in courses which are considered to be the same activity. Any combination may be used as long as 4 enrollments in one activity is not exceeded. Please consult the current catalog for more information.

COURSE REPETITION TO IMPROVE SUBSTANDARD GRADES
Students may petition to repeat courses in which substandard grades (less than “C,” 2.0) were awarded. See Catalog for details on Course Repetitions.

COURSE REPETITION UNDER SPECIAL CIRCUMSTANCES
Repertition of courses for which substandard work has not been recorded shall be permitted only upon advance petition of the student and with written permission of the College president or their designee. Please consult the current catalog for further information.

DROPPING/WITHDRAWING FROM CLASSES
Please see the inside front cover for dates to drop or withdraw from classes.

NOTICE: If you are receiving Financial Aid, you may have to repay federal funds for classes you have dropped or withdrawn from. Be sure to check with the Financial Aid Office before you stop attending classes!

INTERNATIONAL STUDENT ADMISSION
Los Angeles Trade-Technical College (LATTIC) welcomes applications from international students. We also accept transfer applications for F-1 Visa students currently studying in the U.S. as well as Change of Status applications for visitors who currently have other visas. Applications may be obtained by contacting the International Students Center located in the Student Services Building, JH-415.

Application Deadlines:
• Fall Semester: July 1
• Spring Semester: December 1

NOTE: F-1 students transferring from schools within the United States (US) have a more flexible deadline; please call the International Student office for more information.

The applicant must provide:
1. The supplemental International Students Application
2. Two recent passport sized photographs of applicant
3. Copy of valid passport identification page
4. Official TOEFL scores sent directly from Educational Testing Services – this may be waived if you are from a country that uses English as its primary language of instruction or if you are transferring from a school within the United States. We also accept the International English Language Test Skills (IELTS) report and the Step Eiken in lieu of the TOEFL. Please contact us for all test cut scores.
5. Official transcripts and/or diplomas from secondary school and colleges attended – student must be a high school/secondary school graduate. If these documents are not in English, an official translation must also be submitted.
6. LATTC Affidavit of Support including an official bank statement or letter with a minimum of $18,500 USD in available funds dated within the last 6 months
7. Non-refundable $35 application fee – cash, check, or money order
8. Transfer students must also submit the following documents: the LATTC Transfer Approval Form, a copy of your current I-20, a copy of your visa, and a copy of the front and back of your I-94.

LOS ANGELES TRADE-TECHNICAL COLLEGE SCHEDULE OF CLASSES
Please allow 2 – 4 days for application processing time once ALL documents are received by the college. Eligible students will be issued an I-20A form by LATTC. This document can be used by the student to obtain an F-1 Visa from a US Embassy in his/her home country. Students who are already in the country may use this new I-20 to change their visa status or to complete their transfer process from another educational institution.

**Tuition**

International student fees are approximately $258 per unit, subject to change by the California legislature.

**Health Insurance**

Health care in the United States can be costly without proper insurance coverage. Starting in the Fall 2007 semester, LATTC International Students will be fully covered by Blue Cross. The cost for a 6-month period of coverage is $498, which is subject to change. The $498 will be included as part of your LATTC fees every Fall and Spring Semester (no waivers). Please visit our office for a copy of your benefits.

**Full-Time Course Load**

Per U.S. Citizenship and Immigration Services (USCIS) regulations, all F-1 International Students must maintain a full-time course load during the Fall and Spring semesters – certain exceptions apply, please see your Designated School Official (DSO) for more information. A full-time course load is defined as a minimum of 12 UNITS. Dropping below 12 UNITS without PRIOR written permission from the DSO places your student status at risk. F-1 students are not required to attend the Winter and Summer Sessions but may do so if they wish.

**Change of Status**

Effective April 12, 2002, the Immigration and Naturalization Service has issued an Interim Rule which requires students with B Visas to change their visa status to an F-1 Non-immigrant Visa prior to pursuing a course of study at the college. Applicants may only enroll in classes after F-1 student status has been approved by USCIS. Also note that holders of H-1, H-2, or H-3 Visas may only engage in incidental studies per USCIS regulations. If you wish to pursue a degree, please apply for a change of status to an F-1 Student Visa. Call our ofce for more information.

**Parking Permits**

Parking permit fees for Fall & Spring Semesters are $27.00 for Preferred Student Parking (and includes ASO membership fee of $7.00); $20.00 for General Student Parking ($10.00 for Summer & Winter Sessions). All students must display a valid parking permit for the correct academic term. Failure to do so will result in a parking citation. To obtain your parking permit, please visit the Business Office, JH-113, during normal business hours and be a currently enrolled student.

**Parking Locations**

**Preferred Student Parking** is available in the LATTC Olive Street Parking Facility and OH-Building Roof Lot. General Student Parking is at the 18th Street & Grand Avenue Lot and at the Glory Church located at Washington Boulevard & Grand Avenue (See campus map, inside back cover).

**Registration by Proxy**

Applications for acceptance to the college cannot be completed and signed by any person other than the applicant. An original signature is required on the application and the applicant is responsible for the correctness. If a student requests registration by proxy, a signed, completed “PROXY REGISTRATION FORM” must be presented and surrendered (at the Admissions and Records Office, JH-Lobby) by the proxy at the time of class enrollment. This document will serve in lieu of the student’s signature normally on the Course Request Card. The student assumes all responsibility for the proxy’s action during the enrollment process. Proxy Registration Forms are available upon request in the Admissions and Records Office, JH-Lobby. Registration by proxy does not release the student from the responsibilities for all college rules and regulations or the mandatory intake process of Assessment and Orientation.

**Study Load**

A maximum of 18 1/2 UNITS may be carried without prior approval. If a load of 18 1/2 UNITS or more is requested, a student must file an Academic petition in the Admissions Office, JH-Lobby. Forms are available in the counseling ofce. Student benefts such as Financial Aid (6 UNITS minimum – 1/2 beneft) and Veterans Educational Benefts are based on a minimum full time study load of 12 acceptable UNITS. Associated Student ofcers and participants in conference athletics must be enrolled in at least 12 UNITS.

**Veterans, Selected Reservist, National Guard, & Eligible Dependents**

The college is an institution of higher learning approved for Veterans, Selected Reservist, National Guard, and eligible dependents educational benefts. A large number of these individuals are currently enrolled and the college encourages students to take advantage of the benefts available. The Ofce of Veterans Student Center is located in RH-100A, (213) 763-5305.

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**Join Your Associated Students Organization Today!**

Buy an ASO membership for only $7, and enjoy these benefits all semester long!

- ASO picture ID card proving your student status and making you eligible for discounts at movies, plays, museums, dances, activities and athletic events, etc...
- Access to $100 emergency student loans
- Membership in ASO clubs
- The opportunity to be part of an organized voice for your student government

All this and more for only $7 per semester! For more information or to sign up, visit the ASO Student Office in RH-105 or call (213) 763-7200
Los Angeles Trade-Tech College

HONORS

The Honors program provides highly motivated students with an intellectually challenging educational experience designed to prepare them for a successful transition from community college to university.

Why enroll?

• Priority consideration when transferring
• More competitive application will contain references to and evidence of Honors participation
• Help ensure smoother transition to 4 year college or university

Program Includes:

• Honors library
• Honors Transfer Club

Program Includes:

• Minimum 3.25 GPA in high school course work, or a minimum of 3.25 in at least 6 UNITS of college course work, verified by transcripts and LATTC counselor.
• Eligibility for English 101
• Completion of Honors Program application
• Letter of recommendation from English Instructor or submission of research paper

More information is available at http://college.lattc.edu/honors

The Transfer Advantage!

TAKE COURSES HERE comparable to courses at Cal State, the UC system or private schools such as USC for only $46 per unit. A 3-unit course at LATTC cost $138 plus fees. The same course at a four-year school will range from $160 to $4200 plus fees!

MAKE EVERY COURSE COUNT! A transfer plan will not only help you to meet graduation requirements here at LATTC, but also for the four-year school you’re planning to attend. You can also prepare for your four-year major now. That means you can transfer as a junior, have all your lower division major courses and general education completed and have an A.A. degree in Liberal Arts at the same time!

COME TO THE UNIVERSITY TRANSFER CENTER IN JH-203, to meet with a counselor, visit with a university representative or sign up for a trip or workshop today. Office Hours: Monday- 9:00 a.m. to 6:00 p.m., Tuesday - Wednesday, 8:30 a.m. to 3:30 p.m., Thursday, 9:00 a.m. to 4:00 p.m., and Friday 9:00 a.m. to 1:00 p.m. Telephone - (213) 763-7154; website: http://college.lattc.edu/transfer.
Attention Students:

Need help paying your fees?

Enrollment fees for all California community colleges are $46 per unit.

Before you write out that check or charge your credit card, why not apply for financial aid? Did you know that:

- Many students are eligible to have their fees waived, but they don’t apply.
- The eligibility criteria for fee waiver is more lenient than for Federal Financial Aid.
- You do not need a high school diploma or equivalency to qualify for a fee waiver.
- If you are eligible for a fee waiver, you may request a refund of the enrollment fees you may have already paid.
- Other kinds of financial aid are available as well. Apply for financial aid in addition to the fee waiver by using the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov, or by paper application.
- By applying via the FAFSA, you will be considered for all of the financial aid programs your college participates in, including the fee waiver.
- You have nothing to lose; it’s a free application so don’t delay, apply today!
- See center insert for full information.

The Trade-Tech Financial Aid Office is located in the Student Services Building, JH-214, (213) 763-7082
Financial Aid/Computer Lab is located in Student Services Building JH-314.
## The Financial Aid Application Process

Students must reapply for each academic year. Applications are available year-round.

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>The student submits their FAFSA (Free Application for Federal Student Aid) or Renewal via:</td>
</tr>
<tr>
<td></td>
<td>• FAFSA on line at <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>;</td>
</tr>
<tr>
<td></td>
<td>• Download the FAFSA form at <a href="http://www.FederalStudentAid.ed.gov">www.FederalStudentAid.ed.gov</a>;</td>
</tr>
</tbody>
</table>
|         | • Call toll free at 1-800-433-3243 to request your own paper FAFSA.  

Application assistance is available in the Financial Aid Computer Lab located in the Student Services Building, JH-314. |

| **Step 2** | The Federal Processor receives and processes the student’s FAFSA.                                                                            |

| **Step 3** | In approximately two weeks, a paper Student Aid Report (SAR) is mailed or e-mailed to the student. (e-mail address must have been provided on the FAFSA). |

| **Step 4** | Los Angeles Trade Technical College (LATTC) Financial Aid Office sends a Tracking Letter to students by regular mail or e-mail, listing items required to complete their Financial Aid file and begin processing. |

| **Step 5** | The student brings the requested documents/items to the LATTC Financial Aid Office, located in JH-214. Students should receive their Debit Card within four weeks after completing the FAFSA on-line and registration to the school. |

| **Step 6** | LATTC emails or mails an Award Notification Letter to the student, showing their Financial Aid eligibility based on full time enrollment. The actual award amount disbursed is adjusted each semester based on actual UNITS enrolled. Note: Student must have a valid Educational Goal in the Student Information System to receive financial aid fund. |

| **Step 7** | Financial Aid funds are disbursed and deposited into students’ Higher One Debit Card or the bank account of their choice starting the first week of Fall semester for students who completed their Financial Aid file by the priority date of May 1st. Students who miss the priority processing deadline can expect to receive their funds at least 4 to 6 weeks after their file is completed. |

### Have you applied for Financial Aid?

If not, Fee Waiver and Free Application for Federal Student Aid (FAFSA) are still available. Los Angeles Trade Technical College offers over **$20 million** of Federal and State Financial Aid each year!

You **may** be eligible to receive Fee Waiver and/or Financial Aid even if:

- You are working
- You are receiving welfare
- You enrolled in only one class
- You were not eligible in the past

### Come to the Financial Aid Office and Lab for further assistance!

**Office Hours:**  
Monday-Thursday 8:00 am - 2:00 pm & 4:30 pm - 7:00 pm  
**Location:** Student Services Building, JH-214

**Phone:** (213) 763-7082

**Lab Hours:**  
Monday-Thursday 8:00 am - 7:00 pm  
Friday 8:00 am - 3:00 pm  
**Location:** Student Services Building, JH-314
California Community Colleges 2012-2013 Board of Governors Fee Waiver Application

This is an application to have your ENROLLMENT FEES WAIVED. If you need money to help with books, supplies, food, rent, transportation and other costs, please complete a FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) immediately. The FAFSA is available at www.fafsa.ed.gov or at the Financial Aid Office. Contact the Financial Aid Office for more information.

This FEE WAIVER is for California residents only, as determined by the Admissions or Registrar’s Office. Non-California residents are not eligible for a fee waiver but may apply for other financial aid by completing the FAFSA.

Has the Admissions or Registrar’s Office determined that you are a California resident? ☐ Yes ☐ No

Note: Under the provisions of AB 131, students who are exempt from paying nonresident tuition under Education Code Section 68130.5 (AB 540) will become eligible to participate in the BOG Fee Waiver program on January 1, 2013. A special application form will be created for this purpose. The application will be distributed to financial aid offices on or before the January 1, 2013, eligibility date.

Name: ___________________________ Student ID # ___________________________

Last First Middle Initial

Email (if available): ___________________________ Telephone Number: (______)_________________________

Home Address: ___________________________ Date of Birth: _______/_______/_________

Street City Zip Code

IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT

The California Domestic Partner Rights and Responsibilities Act extends rights, benefits, responsibilities and obligations to individuals in domestic partnerships registered with the California Secretary of State under Section 297 of the Family Code. If you are in a Registered Domestic Partnership (RDP), you will be treated as an Independent married student to determine eligibility for this Enrollment Fee Waiver and will need to provide income and household information for your domestic partner. If you are a dependent student and your parent is in a Registered Domestic Partnership, you will be treated the same as a student with married parents and income and household information will be required for the parent’s domestic partner.

Note: These provisions apply to state student financial aid ONLY, and not to federal student financial aid.

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code? (Answer “Yes” if you or your parent are separated from a Registered Domestic Partner but have NOT FILED a Notice of Termination of Domestic Partnership with the California Secretary of State’s Office.) ☐ Yes ☐ No

If you answered “Yes” to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner’s income and household information or your parent’s domestic partner’s income and household information in Questions 4, 11, 12, 13, 14, 15, 16, 17.

Student Marital Status: ☐ Single ☐ Married ☐ Divorced ☐ Separated ☐ Widowed ☐ Registered Domestic Partnership

DEPENDENCY STATUS

The questions below will determine whether you are considered a Dependent student or Independent student for fee waiver eligibility and whether parental information is needed. If you answer “Yes” to ANY of the questions 1-10 below, you will be considered an INDEPENDENT student. If you answer “No” to all questions, you will be considered a Dependent student thereby reporting parental information and should continue with Question 11.

1. Were you born before January 1, 1989? (If “Yes,” skip to question 13) ☐ Yes ☐ No

2. As of today, are you married or in a Registered Domestic Partnership (RDP)? (Answer “Yes” if you are separated but not divorced or have not filed a termination notice to dissolve partnership. If you answer “Yes,” skip to question 13.) ☐ Yes ☐ No

3. Are you a veteran of the U.S. Armed Forces or currently serving on active duty for purposes other than training? (If “Yes,” skip to question 13) ☐ Yes ☐ No

4. Do you have children who will receive more than half of their support from you between July 1, 2012-June 30, 2013, or other dependents who live with you (other than your children or spouse/RDP) who receive more than half of their support from you, now and through June 30, 2013? (If “Yes,” skip to question 13) ☐ Yes ☐ No
### DEPENDENCY STATUS (Continued)

5. At any time since you turned age 13, were both your parents deceased, were you in foster care, or were you a dependent or ward of the court? *(If “Yes,” skip to question 13)*

6. Are you or were you an emancipated minor as determined by a court in your state of legal residence? *(If “Yes,” skip to question 13)*

7. Are you or were you in legal guardianship as determined by a court in your state of legal residence? *(If “Yes,” skip to question 13)*

8. At any time on or after July 1, 2011, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless? *(If “Yes,” skip to question 13)*

9. At any time on or after July 1, 2011, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless? *(If “Yes,” skip to question 13)*

10. At any time on or after July 1, 2011, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless? *(If “Yes,” skip to question 13)*

- If you answered "Yes" to any of the questions 1 - 10, you are considered an INDEPENDENT student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #13.

- If you answered "No" to all questions 1 - 10, complete the following questions:

11. If your parent(s) or his/her RDP filed or will file a 2011 U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents? *(Will Not File)*

12. Do you live with one or both of your parent(s) and/or his/her RDP? *(Yes)*

- If you answered "No" to questions 1 - 10 and "Yes" to either question 11 or 12, you must provide income and household information about your PARENT(S)/RDP. Please answer questions for a DEPENDENT student in the sections that follow.

- If you answered "No" or "Parent(s) will not file" to question 11, and "No" to question 12, you are a dependent student for all student aid except this enrollment fee waiver. You may answer questions as an INDEPENDENT student on the rest of this application, but please try to get your PARENT information and file a FAFSA so you may be considered for other student aid. You cannot get other student aid without your parent(s’) information.

### METHOD A ENROLLMENT FEE WAIVER

13. Are you (the student ONLY) currently receiving monthly cash assistance for yourself or any dependents from:

- TANF/CalWORKs? *(Yes)*
- SSI/SSP (Supplemental Security Income/State Supplemental Program)? *(Yes)*
- General Assistance? *(Yes)*

14. If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income? *(Yes)*

- If you answered "Yes" to question 13 or 14 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.
15. **DEPENDENT STUDENT:** How many persons are in your parent(s)/RDP household? (Include yourself, your parent(s)/RDP, and anyone who lives with your parent(s)/RDP and receives more than 50% of their support from your parents/RDP, now and through June 30, 2013.)

16. **INDEPENDENT STUDENT:** How many persons are in your household? (Include yourself, your spouse/RDP, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2013.)

17. **2011 Income Information**

(Dependent students should not include their income information for Q 17 a and b below.)

- **Adjusted Gross Income:** (If 2011 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 37; 1040A, line 21; 1040EZ, line 4).
- **All other income:** (Include ALL money received in 2011 that is not included in line (a) above (such as disability, child support, military living allowance, Workman’s Compensation, untaxed pensions).

**TOTAL** Income for 2011 (Sum of a + b)

<table>
<thead>
<tr>
<th>DEPENDENT STUDENT: PARENT(S)/ RDP INCOME ONLY</th>
<th>INDEPENDENT STUDENT: STUDENT (&amp; SPOUSE’S/ RDP) INCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

The Financial Aid Office will review your income and let you know if you qualify for an **ENROLLMENT FEE WAIVER** under Method B. If you do not qualify using this simple method, you should file a FAFSA.

**SPECIAL CLASSIFICATIONS ENROLLMENT FEE WAIVERS**

18. **Do you have certification from the CA Department of Veterans Affairs that you are eligible for a dependent’s fee waiver?**

   - Submit certification.
   - □ Yes □ No

19. **Do you have certification from the National Guard Adjutant General that you are eligible for a dependent’s fee waiver?**

   - Submit certification.
   - □ Yes □ No

20. **Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient?**

    - Submit documentation from the Department of Veterans Affairs.
    - □ Yes □ No

21. **Are you eligible as a dependent of a victim of the September 11, 2001, terrorist attack?**

    - Submit documentation from the CA Victim Compensation and Government Claims Board.
    - □ Yes □ No

22. **Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty?**

    - Submit documentation from the public agency employer of record.
    - □ Yes □ No

- If you answered "Yes" to any of the questions from 18-22, you are eligible for an **ENROLLMENT FEE WAIVER** and perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aid Office if you have questions.
CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent's/registered domestic partner's 2011 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor's Office of the California Community Colleges.

I understand the following information (please check each box):

- Federal and state financial aid programs are available to help with college costs (including enrollment fees, books & supplies, transportation and room and board expenses). By completing the FAFSA, additional financial assistance may be available in the form of Pell and other grants, work study and other aid.

- I may apply for and receive financial assistance if I am enrolled, either full time or part time, in an eligible program of study (certificate, associate degree or transfer).

- Financial aid program information and application assistance is available in the college financial aid office.

Applicant’s Signature Date Parent Signature (Dependent Students Only) Date

CALIFORNIA INFORMATION PRIVACY ACT

State and federal laws protect an individual’s right to privacy regarding information pertaining to oneself. The California Information Practices Act of 1977 requires the following information be provided to financial aid applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor’s Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure to provide such information will delay and may even prevent your receipt of financial assistance. This form’s information may be transmitted to other state agencies and the federal government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you should ask the financial aid officer at your college for further information. The Chancellor’s Office and the California community colleges, in compliance with federal and state laws, do not discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis. Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

FOR OFFICE USE ONLY

- BOGFW-A
- TANF/CalWORKs
- GA
- SSI/SSP
- BOGFW-B
- BOGFW-C
- Special Classification
  - Veteran
  - National Guard Dependent
  - Medal of Honor
  - 9/11 Dependent
  - Dep. of deceased law enforcement/fire personnel
- RDP
  - Student
  - Parent
- Student is not eligible

Comments: _______________________________________________________

Certified by: __________________________________ Date: ________________
### Application for Admission

**Student Last Name**: 

**A&R Assistant**:  

**ONLY**  

**Residence**:  

**Date Processed**:  

---

#### 1. Student Identification Number

<table>
<thead>
<tr>
<th>District</th>
<th>College</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>OCE</td>
<td>Trade Tech</td>
<td>West LA</td>
</tr>
<tr>
<td>OCE</td>
<td>Harper College</td>
<td>Harper</td>
</tr>
<tr>
<td>OCE</td>
<td>South LA</td>
<td>South LA</td>
</tr>
</tbody>
</table>

#### 2. Social Security Number

If none, check box:  

<table>
<thead>
<tr>
<th>Number</th>
<th>Street</th>
<th>Apt. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 3. Legal Name

- First name:  
- Middle Initial:  
- Last name:  

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 4. Legal Address (Use the address given below)

<table>
<thead>
<tr>
<th>Number/Street/Apt. No.</th>
<th>City/State</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 5. Alternate Identification Number

- If you are a returning student and have been previously assigned an alternate identification number, please complete.  
- If none, check box:  

#### 6. The Application is for

- Fall Semester
- Winter Semester
- Spring Semester
- Summer Semester
- Summer Semester: Monday-Friday
- Summer Semester: Tuesday-Sunday

#### 7. School Starting Number

- 1: Fall Semester
- 2: Winter Semester
- 3: Spring Semester
- 4: Summer Semester (Monday-Friday)
- 5: Summer Semester (Tuesday-Sunday)

#### 8. Legal Residence Address (Do not use P.O. Box or Business Address)

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Initial</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 9. If you have lived at your present address longer than two years, list previous addresses

<table>
<thead>
<tr>
<th>Previous Address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**To:**  

**From:**  

**Address:**  

**Phone Number:**  

---

**Los Angeles Community College District**

---

**Los Angeles Trade-Technical College**
19. Complete this question only if you are under 19 and have never been married.

Name of Parent or Legal Guardian: ____________________________________________

Relationship to you: □ Father □ Mother □ Legal Guardian □ Other ____________________________

Is the person a: □ U.S. Citizen □ Permanent Resident Alien □ Other ____________________________

If a Permanent Resident Alien, enter “A-Number” and date of issue: ____________________________

Current residence of this person: From: ____________________________ To: ____________________________

State: ___________ Month/Year: ___________

20. Ethnic Identity (*)

If you are Hispanic or Latino, please enter letter in box

A = Mexican, Mexican-American
B = Central American
C = South American
D = Hispanic, Other

If not Hispanic or Latino, please check all that apply

E = Asian Indian
F = Asian Chinese
G = Asian Japanese
H = Asian Korean
I = Asian Cambodian
J = Asian Vietnamese
K = Pacific Islander Samoan
L = Filipino
M = Asian Other
N = American Indian, Alaskan Native
O = Pacific Islander Guamanian
P = Pacific Islander Hawaiian
Q = Pacific Islander Other
R = Caucasian, White
S = Black, African American
T = Other Language

21. What is your primary language? (*) Please enter one number in box

1 = English
2 = Armenian
3 = Chinese
4 = Farsi
5 = Filipino
6 = Japanese
7 = Korean
8 = Russian
9 = Spanish
10 =塔希提岛
11 = Other Language

(*) Please enter one number in box

22. What is your main educational goal? Please enter one number in box

1 = Prepare for a new career (acquire new job skills)
2 = Advance in current job/vocational program
3 = Discover/develop career interests, plans and goals
4 = Obtain one or more vocational degree without transfer
5 = Obtain a two-year Associate degree without transfer
6 = Obtain a vocational certificate without transfer
7 = Obtain a Bachelor’s degree after completing an Associate’s degree
8 = Obtain a Bachelor’s degree without completing an Associate’s degree
9 = Maintain certificates or license (e.g. Nursing, Real Estate)
10 = Improve basic skills in English, reading or math
11 = Complete credits for high school diploma or GED
12 = Personal development (intellectual, cultural)
13 = undecided on goal
14 = To move from noncredit coursework to credit coursework
15 = Complete 4 year college requirements

23. Special Services (*)

The Los Angeles Community College District is committed to increasing your educational success. Each area listed below provides special services. Please indicate those services that interest you

1 = Financial Aid
2 = Child Care
3 = Tutoring
4 = Transfer Assistance
5 = Employment Assistance
6 = Information regarding special classes
7 = Are you from a low income family and need in special counseling, tutoring, and/or financial aid assistance?
8 = I am from a former or current foster youth and am interested in financial aid and/or other benefits & services available to foster youth

24. Highest Education Status: Please enter number and year in boxes below

1 = Earned a U.S. High School diploma (or will earn one before college semester begins)
2 = Enrolled in grade 12 or below when college semester begins
3 = Not a High School graduate, currently enrolled in adult school
4 = Not a High School graduate, last attended High School
5 = Passed the GED or received a certificate of H.S. equivalency
6 = Earned California High School Proficiency Certificate
7 = Earned a Foreign Secondary diploma or certificate of graduation
8 = Earned an Associate degree
9 = Earned a Bachelor’s or higher degree

25. Enrollment Status: Please enter number in box

1 = First time college student
2 = First time at this college, after attending another college
3 = Returning to this college, after attending another college
4 = Re-enrolling in this college, without having attended another college
5 = Enrolling in this college, while attending school in the 12th or lower grade

26. College Units or degree completed by first day of this term

Please enter number in box

1 = 0 units
2 = 15 to 29 units
3 = 30 to 60 units
4 = 60 or more units, no degree

27. Veteran (Leave blank, unless you are a veteran)

Were you honorably discharged from the U.S. Armed Forces? □ Yes □ No

If Yes, date you were discharged: Month ______ Day ______ Year ______

28. Student Information — Permission to Release

According to the Los Angeles Community College District (1)

1) Directory Information: Includes your name, address, telephone number, and most recent previous educational institution attended. (2) College Foundation Information: Includes your name, address, and telephone number. 3) Military Recruiting Information: Includes “Directory information” plus address, telephone number, date of birth, and major field of study. You may change your Directory Release at any time by completing a Release of Directory Information form and returning it to the Admissions Office.

□ I do not permit the release of information to the College Foundation
□ I do not permit the release of information to LACCD Foundation scholarships, grants, and networking opportunities
□ I do not permit the release of information to four-year colleges
□ I do not permit the release of information to the military

29. Certification

I declare under penalty of perjury that all information on this form is correct. I understand that falsifying or withholding information requested on this form shall constitute grounds for dismissal.

REQUISITE

SIGNATURE ____________________________ Date ____________________________

Revised: 3/2009
# 2012 - 2013 Graduation Plan “A” Student Program Advisement Worksheet

## For the Associate in Arts or Associate in Science Degree

### Student’s Name:
(please print) Last First Middle Student ID#

### Units Requirement:
60 to 64 units of course credit in a related curriculum.

### Major Requirement:
At least 18 semester units of study taken in a single discipline or related disciplines (with a "C" (2.0) grade average or better in all courses).

### Scholarship Requirement:
A "C" (2.0) grade average or better in all college work attempted in the curriculum upon which the degree is based.

### General Education Requirements:
Successful completion of at least 30 semester units of general education as indicated in the areas below.

**Students who are interested in transferring to a four-year college or university should visit the University Transfer Center, JH-203 or consult with a counselor regarding which courses are transferable.**

<table>
<thead>
<tr>
<th>A. Natural Sciences</th>
<th>B. Language &amp; Rationality</th>
<th>C. Humanities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Units</strong></td>
<td><strong>Units in progress</strong></td>
<td><strong>Units needed</strong></td>
</tr>
<tr>
<td>One Course (2 units)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anthropology 101</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Astronomy 1, 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biology 3, 6, 7, 20, 36</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chemistry 51, 45, 70, 101, 102, 211, 212, 221</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chemical Technology 111, 121</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electronic 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental Science 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Geography 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Geology 1, 6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Microbiology 1, 20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physics 1, 2, 3, 4, 6, 7, 11, 12, 14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Psychology 2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Social &amp; Behavioral Sciences</th>
<th>D. Language &amp; Rationality</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Units</strong></td>
<td><strong>Units in progress</strong></td>
</tr>
<tr>
<td>1. American Sign Language 1, 2</td>
<td></td>
</tr>
<tr>
<td>American Sign Language 1, 2</td>
<td></td>
</tr>
<tr>
<td>Anthropology 102</td>
<td></td>
</tr>
<tr>
<td>Art 101, 102, 103, 104, 201, 306, 501</td>
<td></td>
</tr>
<tr>
<td>Art History 101, 202, 203, 205, 206, 207, 208, 212, 215</td>
<td></td>
</tr>
<tr>
<td>English 101</td>
<td></td>
</tr>
<tr>
<td>French 1, 2, 21</td>
<td></td>
</tr>
<tr>
<td>Humanities 1, 2</td>
<td></td>
</tr>
<tr>
<td>Labor Studies 23</td>
<td></td>
</tr>
<tr>
<td>Music 101, 111, 141</td>
<td></td>
</tr>
<tr>
<td>Philosophy 1</td>
<td></td>
</tr>
<tr>
<td>Physical Education 761, 762</td>
<td></td>
</tr>
<tr>
<td>Spanish 1, 2, 3, 4, 21, 22, 35, 36</td>
<td></td>
</tr>
<tr>
<td>Theater 100, 210</td>
<td></td>
</tr>
<tr>
<td>Visual Communications 106, 108, 109, 110</td>
<td></td>
</tr>
</tbody>
</table>

### Units Requirement:
Successful completion of at least 30 semester units of general education as indicated in the areas below.

**Note:** Nursing students are exempted from the Health requirement. Persons requiring exemption from Physical Education for medical purposes or extenuating circumstances must file a general petition in the Office of Admissions & Records, JH-Lobby.

Students who take and pass competency examinations are awarded competency credit but no unit credit.

<table>
<thead>
<tr>
<th>1. Health &amp; Physical Education</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Units</strong></td>
<td><strong>Units in progress</strong></td>
</tr>
<tr>
<td>1. English Composition/English</td>
<td></td>
</tr>
<tr>
<td>2. Communication &amp; Analytical Thinking</td>
<td></td>
</tr>
<tr>
<td>3. Select one course from the list below:</td>
<td></td>
</tr>
<tr>
<td>Anthropology 102</td>
<td></td>
</tr>
<tr>
<td>American Sign Language 1, 2</td>
<td></td>
</tr>
<tr>
<td>American Sign Language 1, 2</td>
<td></td>
</tr>
<tr>
<td>Art 101, 102, 103, 104, 201, 306, 501</td>
<td></td>
</tr>
<tr>
<td>Art History 101, 202, 203, 205, 206, 207, 208, 212, 215</td>
<td></td>
</tr>
<tr>
<td>English 101</td>
<td></td>
</tr>
<tr>
<td>French 1, 2, 21</td>
<td></td>
</tr>
<tr>
<td>Humanities 1, 2</td>
<td></td>
</tr>
<tr>
<td>Labor Studies 23</td>
<td></td>
</tr>
<tr>
<td>Music 101, 111, 141</td>
<td></td>
</tr>
<tr>
<td>Philosophy 1</td>
<td></td>
</tr>
<tr>
<td>Physical Education 761, 762</td>
<td></td>
</tr>
<tr>
<td>Spanish 1, 2, 3, 4, 21, 22, 35, 36</td>
<td></td>
</tr>
<tr>
<td>Theater 100, 210</td>
<td></td>
</tr>
<tr>
<td>Visual Communications 106, 108, 109, 110</td>
<td></td>
</tr>
</tbody>
</table>

### Total:

<table>
<thead>
<tr>
<th><strong>TOTAL</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>2. 1 \text{ unit of P.E.} and choose one from Health 2, 6, 108, 120, 130, 131</td>
</tr>
</tbody>
</table>

### Note:
This course above will not meet the unit requirement to fulfill the category.

### You must apply for graduation. Forms and instructions are available in the Admissions and Records Office, Student Services Building, JH-Lobby. Grad petitions must be signed by a counselor.

---

**Counselor’s Signature** Date
2012-2013 GRADUATION PLAN “B” STUDENT PROGRAM ADVISEMENT WORKSHEET
for the Associate in Arts or Associate in Science Degree

Student’s Name: 

(please print) 

Last                                                                  First
Middle
Student ID# 

Units Requirement: 60 to 64 units of course credit in a selected curriculum.

Major Requirement: At least 36 semester units of study taken in a single discipline or related disciplines (with a “C” (2.0) grade average or better in all courses).

Scholarship Requirement: A “C” (2.0) grade average or better in all college work attempted in the curriculum upon which the degree is based.

General Education Requirements: Successful completion of at least 18 semester units of general education as indicated in the areas below.

Students who are interested in transferring to a four-year college or university should visit the University Transfer Center, JH-203, or consult with a counselor regarding which courses are transferable.

<table>
<thead>
<tr>
<th>Units</th>
<th>Units in progress</th>
<th>Units needed</th>
<th>Equiv. courses other CC’s</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

A. NATURAL SCIENCES
One course (3 units minimum)

Anthropology 101
Astronomy 1, 5, 10
Biology 3, 6, 7, 20, 36
Chemistry 31, 45, 50, 101, 102, 212, 211, 221
Chemical Technology 111, 121
Electronics 2
Environmental Science 1
Geology 1, 6
Microbiology 1, 20
Physics 1, 2, 3, 4, 6, 7, 11, 12, 14
Psychology 1

B. SOCIAL & BEHAVIORAL SCIENCES
One course (3 units minimum)

American Institutions & U.S. History
History 11, 12, 41, 42, 43
Political Science 1, 2, 7
Labor Studies 4

Students can elect to take a competency exam. The exam is available upon request from the Social Science Dept., room F-225, (213) 763-3938

If competency exam was taken and passed, select 3 units from the following courses only:

Anthropology 102
Business 1, 5
Child Development 1, 2, 8, 11, 42
Economics 1, 2
Geography 2
History 86, 87
Political Science 1, 2
Psychology 1, 2, 7
Sociology 1, 2, 28
Speech Communications 121, 122

C. HUMANITIES (3 units minimum)

American Sign Language 1, 2
Architecture 130, 131
Art 101, 102, 103, 104, 201, 306, 501
English 102, 203, 205, 206, 207, 210, 212, 215
French 1, 2, 21
Humanities 1, 2
Labor Studies 21
Music 101, 111, 141
Philosophy 1
Physical Education 761, 762
Spanish 1, 2, 3, 4, 21, 22, 35, 36
Theater 100, 210
Visual Communications 106, 108, 129, 130

You must apply for graduation. Forms and instructions are available in the Admissions and Records Office, Student Services Building, JH-Lobby. Grad petitions must be signed by a counselor.

Counselor’s Signature Date

Notes:

1. English Composition/English Competency
   Requirement: Completion of one of the following courses (or its equivalent at another college) with a grade of “C” or better
   English 101

2. Communication & Analytical Thinking
   Requirement: To meet the mathematics competency, complete at least one course listed below (or its equivalent at another college) must be completed with a grade of “C” or better
   Computer Information Systems 701
   English 102
   English 103
   Math 114, 115
   Philosophy 8
   Speech 101, 151

3. HEALTH & PHYSICAL EDUCATION
   Requirement: Select one option
   1. Health 2 or 6 (meets both Physical Education & Health requirements)
   2. 1 unit of P.E. and choose one from Health 8, 11, 12, 21

   TOTAL

Note: Nursing students are exempted from the Health requirement. Persons requiring exemption from physical Education for medical purposes or extenuating circumstances must file a general petition in the Office of Admissions & Records, JH-Lobby.

Students who take and pass competency examinations are awarded competency credit but no unit credit.

27 Sep 2012
2012 - 2013 CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION CHECK SHEET—39 Units Required

Complete at least 30 units of general education including all of Area A and Area B4 which must be completed with a "C" or better for admissions purposes. Students who complete only 30 units will have at least 9 units of lower division courses to complete upon transfer. It is advisable to complete all 39 UNITS OF LOWER DIVISION GENERAL EDUCATION before transfer and to have your GE certified. Full GE certification is required for the AA-T/AS-T degrees. Courses may be used to satisfy both major and general education requirements – the units will be counted only once for the degree.


- ** Full Certification
- ** Partial Certification

### AREA A
ENGLISH LANGUAGE COMMUNICATION & CRITICAL THINKING

| Requirement | Units
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3 courses: Select one from group A1, A2 &amp; A3</td>
<td>9 units</td>
</tr>
</tbody>
</table>

#### A1 Oral Communication
- Speech 101, 151

#### A2 Written Communication
- English 101, 101H

#### A3 Critical Thinking
- Speech 102, 103
- Philosophy 8

### AREA B
SCIENTIFIC INQUIRY & QUANTITATIVE REASONING

| Requirement | Units
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3 courses: 1. Select one course from group B1 Physical Science or B2 Biological Sciences (Life Science) 2. At least one course from B1 or B2 must include a lab. Eligible courses are listed in group B3 and identified with * 3. Select one course from group B4, Mathematics / Quantitative Reasoning</td>
<td>9 units</td>
</tr>
</tbody>
</table>

#### B1 Physical Sciences
- Astronomy 1, 5
- Chemistry 51, 60, 101, 102, 211*, 212*, 221*
- Environmental Science
- Geology 1, 6
- Physics 1, 2, 3, 4, 11, 12, 14

#### B2 Biological Sciences
- Anthropology 101
- Biology 3, 6, 7, 20
- Microbiology 1, 20
- Psychology

#### B3 Science Laboratory eligible courses *
- Astronomy 2
- Biology 3, 6, 7, 20
- Chemistry 51, 60, 101, 102, 211, 212*, 221*
- Microbiology 1, 20
- Physics 1, 2, 3, 4, 11, 14

#### B4 Mathematics / Quantitative Reasoning
- Math 225, 237, 238, 240, 250, 260, 265, 266, 267, 270, 275

### AREA C
ARTS & HUMANITIES

| Requirement | Units
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Select 3 courses: at least one from each group C1 &amp; C2</td>
<td>9 units</td>
</tr>
</tbody>
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#### C1 Arts & Humanities
- Architecture 130 (2 units), 131 (2 units)
- Art 101, 102, 103, 104, 201, 501
- Music 101, 111, 141, 141H

#### C2 Humanities
- American Sign Language 1, 2
- English 102, 203, 205, 205H, 206, 207, 208, 210, 212, 224, 235, 245
- French 1, 2
- Humanities 1, 2

### AREA D
SOCIAL SCIENCES

| Requirement | Units
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<tbody>
<tr>
<td>Select 3 courses: at least one from 2 different groups # denotes courses meeting CSU American History</td>
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#### D6 Sociology & Criminology
- Sociology 1, 2

#### D1 Anthropology & Archaeology
- Anthropology 102

#### D2 Economics
- Economics 1, 2

#### D3 Ethnic Studies
- Speech 121, 121H

#### D4 Gender Studies
- Philosophy 32

#### D5 Geography
- Geography 1
- Geography 2

#### D6 History
- History 11*, 12*, 41*, 42*, 86, 87

#### D7 Interdisciplinary Social or Behavioral Science
- Labor Studies 4
- Speech 122, 122H

#### D8 Political Science, Government & Legal Institutions
- Political Science 1*, 2, 7

#### D9 Psychology
- Child Development 1*
- Psychology 1, 32

### AREA E
LIFELONG LEARNING & SELF-DEVELOPMENT

| Requirement | Units
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<td>Select one course</td>
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#### E1 Personal Development
- Personal Development 20
- Psychology 41

#### E2 Health
- Health 2, 6, 8, 11, 21

#### E3 Child Development
- Child Development 1*

#### E4 American Sign Language
- American Sign Language 1, 2

** CSU GRADUATION REQUIREMENTS

The CSU graduation requirements listed below are NOT part of the CSU GE Requirements, but may be completed prior to transfer.

- ** American History and Institutions – 6 semester units or 9 quarter units, with one course selected from each group; may also be credited toward satisfying GE requirements from Areas D, these courses are identified in Area D with this symbol #

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<thead>
<tr>
<th>Group 1 (GE Area D6)</th>
<th>Group 2 (GE Area D6)</th>
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<tr>
<td>Political Science 1*</td>
<td>History 11*, 12*, 41* or 42*</td>
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| 3 units |

** Counselor’s Signature ** Date

** Evaluator’s Signature ** Date

** Full Certification ** Partial Certification
# 2012 – 2013 IGETC CSU / UC GENERAL EDUCATION CHECK SHEET—39 Units Required

**COURSES LISTED IN MORE THAN ONE AREA SHALL NOT BE CERTIFIED IN MORE THAN ONE AREA EXCEPT FOR LANGUAGES OTHER THAN ENGLISH, WHICH CAN BE CERTIFIED IN AREAS 3B AND 6A.**

## AREA 1 ENGLISH LANGUAGE COMMUNICATION & CRITICAL THINKING

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<th>pass-along or exam</th>
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<td>UC:</td>
<td>2 courses required, one each from Group A and B, 6 semester units</td>
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### 1A English Composition
- English 101

### 1B Critical Thinking
- English 102, 103

### 1C Oral Communication (CSU)
- Speech 101, 151

## AREA 2 MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

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<th>pass-along or exam</th>
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| 2A Mathematics
- Math 205, 227, 235, 245, 260, 265, 267, 270, 275 |

## AREA 3 ARTS & HUMANITIES

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### 3A Arts & Humanities
- Art 101, 102, 103, 104
- Music 101, 111
- Theater 100

### 3B Humanities
- American Sign Language 2
- English 102, 203, 205, 206, 207, 208, 212, 215
- French 2
- Humanities 1, 2

## AREA 4 SOCIAL SCIENCES

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### 4A Anthropology & Archeology
- Anthropology 102

### 4B Economics
- Economics 1, 2

### 4C Ethnic Studies
- Speech 122

### 4D Geography
- Geography 2

### 4F History
- History 11, 12, 4A, 4B, 4C, 4D, 86, 87
- Political Science 1, 7

### 4I Psychology
- Child Development 1
- Psychology 1, 32

### 4J Sociology & Criminology
- Sociology 1, 2

## AREA 5 PHYSICAL AND BIOLOGICAL SCIENCES

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### 5A Physical Sciences
- Astronomy 1, 5
- Chemistry 51, 65, 70, 101, 102, 211, 212, 221
- Environmental Science 1

### 5B Biological Sciences
- Anthropology 101
- Biology 3E, 4E, 7E, 20

### 5C Science Laboratory eligible courses
- Astronomy 5
- Biology 3E, 4E, 7E
- Chemistry 51, 65, 101, 102, 211, 212, 221
- Microbiology 1, 20
- Psychology 2

## AREA 6 LANGUAGES OTHER THAN ENGLISH (UC Requirement Only)

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<th>units needed</th>
<th>pass-along or exam</th>
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### Equivalency: 1 year of Foreign Language level 1
- American Sign Language 1, 2
- French 1, 2
- Spanish 1, 2, 3, 4, 21, 22, 35, 36
- 2 years of Foreign Language from high school with “C’s” or better (same language)
- Validation by completing level 2 or higher in AREA 3B
- AP Exam Language with score of 3 or higher

## AH&I

### CSU GRADUATION REQUIREMENTS IN AMERICAN INSTITUTIONS (CSU Requirement Only)

Select one course from A. and B.

**CSU Requirement in U.S. History, Constitution, and American Ideals. Not part of IGETC, but may be completed prior to transfer. These courses may also count in Area 4.**

### A. Political Science
- History 11

### B. History 11, 12, 41, 42

**Full Certification**

**Partial Certification**

**Evaluator's Signature**

**Date**

**Student ID**
**Learning Skills Classes:** Learning Skills offers non-degree applicable, credit classes to help students improve their basic reading, writing, and math skills. Learning skills classes are offered from beginning to advanced levels.

**Learning Skills Computer Lab:** The Learning Skills Computer Lab, located in RH-106, is available to students taking Learning Skills courses. Knowledgeable and friendly faculty, staff, and tutors work with students using various types of instructional software including:
- PLATO (reading, writing, and math—beginning to advanced)
- Pre-GED/GED
- Khan Academy
- Reading Plus
- Applicable web-based resources

**Reading Center:** The Reading Center, located in RH-107, assists students interested in improving their reading skills.

**Writing Center:** The Writing Center, located in RH-100, assists students interested in improving their writing skills.

**Tutoring Center:** The Tutoring Center, located in RH-106, provides individual and small group tutorial services.

*All students must be enrolled at LATTC and have a current LATTC student ID card in order to use any of the Learning Skills facilities.*
## EDUCATIONAL PROGRAMS

Los Angeles Trade-Technical College has approval from the District Board of Trustees and the State Chancellor’s Office to offer the following occupational programs and to grant the degrees and/or certificates as indicated.

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<th>PROGRAM TITLE</th>
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<td>Workplace Readiness Certificate of Completion</td>
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<td>4930.12</td>
<td></td>
</tr>
</tbody>
</table>
Spring 2013 Schedule of Classes

How to read the schedule of classes:

<table>
<thead>
<tr>
<th>Subject Header</th>
<th>ENGLISH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Name &amp; No.</td>
<td>ENGLISH 028</td>
</tr>
<tr>
<td>Course Title</td>
<td>INTERMEDIATE READING AND COMPOSITION</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>Enrolling in English 21</td>
</tr>
<tr>
<td>Section Number</td>
<td>1350 lec</td>
</tr>
<tr>
<td>Location</td>
<td>7:30 - 10:05am MTWTh</td>
</tr>
<tr>
<td>Special Information</td>
<td>W.L. RYDER</td>
</tr>
<tr>
<td>HRS</td>
<td>3.00 UNITS</td>
</tr>
<tr>
<td>Lab</td>
<td>F 229</td>
</tr>
<tr>
<td>Course Description</td>
<td>To Be Arranged</td>
</tr>
<tr>
<td>Meeting Days</td>
<td>7946 lec</td>
</tr>
<tr>
<td>Meeting Times</td>
<td>10:50 hrs/wk</td>
</tr>
<tr>
<td>Instructor</td>
<td>TBA</td>
</tr>
<tr>
<td>Evening Class</td>
<td>GANGEL VASQUEZ</td>
</tr>
<tr>
<td>Evening Class in Bold</td>
<td>ON LINE</td>
</tr>
<tr>
<td>Class Dates</td>
<td>(5 Week Class - Starts 3/18/2013, Ends 4/26/2013)</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>Please visit the online program homepage at lattc.edu/lattc/on_line/classes.htm prior to the start of class for directions, or see pages 88-90 of this schedule for more information.</td>
</tr>
</tbody>
</table>

Notes:
1. Bold face type denotes Evening Classes
2. Building and Room Number (If an address is given instead of a regular building and room number, the class is an off-campus class meeting at the address shown.)
3. TBA - To Be Arranged
4. “RPT” followed by a number shows the number of times that a class may be repeated for credit.
5. HRS - Hours per week
6. Lab - Laboratory
7. Lec - Lecture

Course Descriptions:
1. UC - this course is acceptable for unit credit at all branches of the University of California.
2. CSU - this course is acceptable for credit at all branches of the California State universities and colleges.
3. NDA - (Non Degree Applicable)-this course is offered for college credit but cannot be applied toward graduation requirements for the associate degree.

Notice of Room Changes
Trade-Tech will be undergoing construction throughout the 2012-13 school year and classroom locations are subject to change after the printing of this schedule. Please check the college website for updates on individual class locations by logging onto the LATTC.edu website, then going to “Schedule of Classes” and following the individual links. Thank you for your patience during this process.

Short-term and Saturday class listings are available on our website! For course, date and meeting information, visit www.lattc.edu

Non-Attendance at the First Meeting of Your Class May Forfeit Your Right To A Seat
SPRING 2013

SCHEDULE OF CLASSES

Please note - class offerings including faculty and room assignments are subject to change.
Register early! Visit us Spring 2013 @ www.lattc.edu for updated information.

ACCOUNTING

Chair: Paulette Bailey, K-225, (213)763-7269

ACCOUNTING 001
INTRODUCTORY ACCOUNTING I (UC:CSU)
Recommended Preparation: Business 38.
0101 lec 8:35am - 9:45am MTWTh B.R. BRUMELL K 258
Evening classes
3001 lec 6:00pm - 8:30pm MW R.L. GONZALEZ K 324
3004 lec 6:00pm - 8:30pm T C.R. MONTOUR K 321 &
lec 2:30 hrs/wk TBA C.R. MONTOUR K 321

ACCOUNTING 002
INTRODUCTORY ACCOUNTING II (UC:CSU)
3008 lec 9:00am - 2:20pm SAT R.A. JOHNSON K 208

ACCOUNTING 011
COST ACCOUNTING (CSU)
Evening classes
3009 lec 6:00pm - 9:10pm M R.A. JOHNSON K 208

ACCOUNTING 025
AUTOMATED ACCOUNTING METHODS AND PROCEDURES (CSU)
Evening classes
3013 lec 5:00pm - 8:10pm W C.R. MONTOUR K 321

AMERICAN SIGN LANGUAGE

Chair: John Glavan, TE-520, (213) 763-3931

AMERICAN SIGN LANGUAGE 001
4.00 UNITS
AMERICAN SIGN LANGUAGE I (UC:CSU)
1500 lec 8:00am - 10:05am TTh M. VELEZ MH 305
Evening classes
1577 lec 10:10am - 11:35am MW P.J. HULD MH 305

AMERICAN SIGN LANGUAGE 002
4.00 UNITS
AMERICAN SIGN LANGUAGE II (UC:CSU)
Prerequisite: American Sign Language I.
1501 lec 8:00am - 10:05am MW S. CORNEAL MH 305
Evening classes
3951 lec 4:30pm - 6:35pm TTh L.F. JONES MH 309

ANTHROPOLOGY

Chair: Alicia Rodriguez-Estrada, TE-516, (213) 763-3938

ANTHROPOLOGY 101
3.00 UNITS
HUMAN BIOLOGICAL EVOLUTION (UC:CSU)
1000 lec 8:35am - 10:00am MW P.J. HULD TE 315
1171 lec 8:35am - 10:00am MW P.J. HULD TE 315
Section #1171 - Honors Class
1577 lec 10:10am - 11:35am MW P.J. HULD TE 315
Section #1577 - Honors Class

Anthropology 101 is also offered through Instructional Television (ITV) Program. For registration and orientation, see page 80.
ANTHROPOLOGY 102 3.00 UNITS
HUMAN WAYS OF LIFE: CULTURAL ANTHROPOLOGY (UC:CSU)
1005 lec 8:35am - 10:00am TTh P.J. HULD TE 315
1006 lec 11:45am - 1:10pm MW P.J. HULD TE 315
1072 lec 8:35am - 10:00am TTh P.J. HULD TE 315
➤ Section #1072 - Honors Class

Anthropology 102 is also offered through Instructional Television (ITV) Program. For registration and orientation, see page 80.

ARCHITECTURE
Chair: William Elarton, B-122, (213) 763-3701

ARCHITECTURE 151 3.00 UNITS
MATERIALS OF CONSTRUCTION (CSU)
8004 lec 7:00am - 7:30am TTh M. OLIVA D 303
& lab 7:30am - 9:35am TTh M. OLIVA D 303

ARCHITECTURE 173 3.00 UNITS
ARCHITECTURAL DRAWING II (CSU)
8002 lec 9:45am - 10:15am MW M. OLIVA D 330
& lab 10:15am - 12:20pm MW M. OLIVA D 330

ARCHITECTURE 261 3.00 UNITS
COMPUTER-AIDED DESIGN FOR ARCHITECTURE I (CSU)  (RPT 1)
8006 lec 9:45am - 10:15am TTh M. OLIVA D 302
& lab 10:15am - 12:20pm TTh M. OLIVA D 302

ART
Chair: John Glavan, TE-520, (213) 763-3931

ART 101 3.00 UNITS
SURVEY OF ART HISTORY I (UC:CSU)
Western art from prehistoric times through the Renaissance.
1415 lec 7:00am - 8:25am MW P.J. HERBERT MH 308
1416 lec 10:10am - 11:35am MW P.J. HERBERT MH 308
1417 lec 11:45am - 1:10pm MW P.J. HERBERT MH 308
7948 lec 3.25 hrs/wk TBA G.J. SZYMANSKI ONLINE

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

ART 102 3.00 UNITS
SURVEY OF ART HISTORY II (UC:CSU)
Western art from early Renaissance to the present.
1418 lec 8:35am - 10:00am MW P.J. HERBERT MH 308
Evening classes
3850 lec 6:00pm - 9:10pm W C.D. PARKER TE 206

ART 103 3.00 UNITS
ART APPRECIATION I (UC:CSU)
1419 lec 10:10am - 11:35am TTh G.J. SZYMANSKI MH 305

ART 201 3.00 UNITS
DRAWING I (UC:CSU)
Pencil, charcoal, pastel and other drawing media.
1420 lec 8:00am - 9:05am TTh P.J. HERBERT MH 309
& lab 9:05am - 10:00am TTh P.J. HERBERT MH 309
1421 lec 12:30pm - 1:35pm MW G.J. SZYMANSKI MH 305
& lab 1:35pm - 2:35pm MW G.J. SZYMANSKI MH 305
1422 lec 10:10am - 11:15am MW G.J. SZYMANSKI MH 305
& lab 11:15am - 12:15pm MW G.J. SZYMANSKI MH 305

ART 300 3.00 UNITS
INTRODUCTION TO PAINTING (UC:CSU)
Applications of acrylic, oil, and watercolor.
1423 lec 10:10am - 11:15am TTh P.J. HERBERT MH 309
& lab 11:15am - 12:15pm TTh P.J. HERBERT MH 309

ART 501 3.00 UNITS
BEGINNING TWO-DIMENSIONAL DESIGN (UC:CSU)
1424 lec 12:20pm - 1:25pm TTh G.J. SZYMANSKI MH 305
& lab 1:25pm - 2:25pm TTh G.J. SZYMANSKI MH 305

ASTRONOMY
Chair: Ricky Wong, K-405, (213) 763-7295

ASTRONOMY 001 3.00 UNITS
ELEMENTARY ASTRONOMY (UC:CSU)
1600 lec 7:00am - 8:25am MW F.J. PADILLA K 406
1601 lec 1:20pm - 2:45pm MW M.A. MORENO MH 308
1602 lec 10:10am - 11:35am TTh F.J. PADILLA K 406

Evening classes
4045 lec 5:00pm - 6:25pm TTh M.A. MORENO USC

ASTRONOMY 005 1.00 UNIT
FUNDAMENTALS OF ASTRONOMY LABORATORY (UC:CSU)
1603 lab 7:00am - 10:00am T F.J. PADILLA K 410

Evening classes
4046 lab 7:00pm - 8:25pm TTh M.A. MORENO USC

AUTOMOTIVE AND RELATED TECHNOLOGY
Chair: Jess Guerra, F-106A, (213) 763-3901

AUTOMOTIVE AND RELATED TECHNOLOGY 100 3.00 UNITS
HEATING AND AIR CONDITIONING SYSTEMS THEORY, INSPECTION &RPR
7490 lec 7:00am - 7:45am MTWThF R.C. SERRATO F 120
& lab 7:45am - 12:00pm MTWThF R.C. SERRATO F 130

Evening classes
4382 lec 5:35pm - 6:30pm TTh B.A. GOYN F 128
& lab 6:30pm - 9:30pm TTh B.A. GOYN F 128

AUTOMOTIVE AND RELATED TECHNOLOGY 113A 3.00 UNITS
DRIVE TRAIN COMPONENTS PRINCIPLES AND PRACTICES
7346 lec 7:00am - 7:45am MWTHF D.A. ENCINAS F 130
& lab 7:45am - 12:00pm MWTHF D.A. ENCINAS F 130
(6 Week Class - Starts 2/14/2013, Ends 3/28/2013)

Evening classes
4381 lec 5:35pm - 6:30pm MW R. GUERRA F 130
& lab 6:30pm - 9:30pm MW R. GUERRA F 130
(6 Week Class - Starts 2/21/2013, Ends 3/28/2013)
<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
<th>Schedule</th>
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<tbody>
<tr>
<td>7341</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 114A BASIC ENGINE THEORY</td>
<td>3.00</td>
<td>(5 Week Class - Starts 3/18/2013, Ends 4/26/2013)</td>
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<tr>
<td>7344</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 111A FUEL &amp; EMISSIONS SYSTEMS</td>
<td>3.00</td>
<td>(6 Week Class - Starts 2/4/2013, Ends 3/15/2013)</td>
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<tr>
<td>7345</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 110A ESTIMATING BODY DAMAGE</td>
<td>3.00</td>
<td>(5 Week Class - Starts 3/18/2013, Ends 4/26/2013)</td>
</tr>
<tr>
<td>7346</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 109A AUTOMOTIVE THEORY AND REPAIR I (CSU)</td>
<td>3.00</td>
<td>(4 Week Class - Starts 2/4/2013, Ends 3/15/2013)</td>
</tr>
<tr>
<td>7347</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 108A ADVANCED COLLISION REPAIR</td>
<td>3.00</td>
<td>(6 Week Class - Starts 4/29/2013, Ends 6/3/2013)</td>
</tr>
<tr>
<td>7348</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 107A ADVANCED COLLISION REPAIR II</td>
<td>3.00</td>
<td>(6 Week Class - Starts 2/4/2013, Ends 3/15/2013)</td>
</tr>
<tr>
<td>7349</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 106A ADVANCED COLLISION REPAIR III</td>
<td>3.00</td>
<td>(5 Week Class - Starts 3/18/2013, Ends 4/26/2013)</td>
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<tr>
<td>7350</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 105A ADVANCED COLLISION REPAIR IV</td>
<td>3.00</td>
<td>(6 Week Class - Starts 2/4/2013, Ends 3/15/2013)</td>
</tr>
<tr>
<td>7351</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 104A ADVANCED COLLISION REPAIR V</td>
<td>3.00</td>
<td>(4 Week Class - Starts 2/4/2013, Ends 3/15/2013)</td>
</tr>
<tr>
<td>7352</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 103A ADVANCED COLLISION REPAIR VI</td>
<td>3.00</td>
<td>(6 Week Class - Starts 4/29/2013, Ends 6/3/2013)</td>
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<tr>
<td>7353</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 102A ADVANCED COLLISION REPAIR VII</td>
<td>3.00</td>
<td>(6 Week Class - Starts 2/4/2013, Ends 3/15/2013)</td>
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<tr>
<td>7354</td>
<td>AUTOMOTIVE AND RELATED TECHNOLOGY 101A ADVANCED COLLISION REPAIR VIII</td>
<td>3.00</td>
<td>(6 Week Class - Starts 4/29/2013, Ends 6/3/2013)</td>
</tr>
</tbody>
</table>

See page 78 for meeting days and times.
BAKING, PROFESSIONAL

Chair: Steven Kasmar, H-118, (213) 763-7332

BAKING, PROFESSIONAL 112  4.00 UNITS

BAKING PROCESSES AND THEORY OF INGREDIENTS
7541 lec  8:00am - 9:45am  TTh W.R. SPENCE  H 315 & lab  9:45am - 11:00am  TTh W.R. SPENCE  H 330
(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

7547 lec  7:00am - 9:10am  F  D.M. THOMPSON  H 330 & lab  9:10am - 11:00am  F  D.M. THOMPSON  H 315
(15 Week Class - Starts 2/4/2013, Ends 6/3/2013)

7549 lec  11:00am - 1:15pm  TTh D.M. THOMPSON  H 315 & lab  1:15pm - 5:00pm  TTh D.M. THOMPSON  H 301
(8 Week Class - Starts 2/14/2013, Ends 3/30/2013)

CULINARY ARTS ORIENTATION I (CSU)
7500 lec  7:00am - 8:30am  TWTh R.T. SPENCE  H 354 & lec  7:00am - 8:30am  MW D. SCHERER  H 103 & lec  7:00am - 8:30am  MW J.M. LISANTI  H 107 & lec  7:00am - 8:30am  MW J.M. LISANTI  H 352
tab  9:10am - 10:20am  MW J.M. LISANTI  H 107
tab  9:30am - 11:40am  MW R.T. SPENCE  H 354 & lab  9:40am - 11:40am  MW R.T. SPENCE  H 354
(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

7505 lec  2:00pm - 3:10pm  TTh D. WARRINER  H 132 & lab  3:15pm - 5:25pm  TTh D. WARRINER  H 132
(15 Week Class - Starts 2/4/2013, Ends 6/3/2013)

7501 lec  7:00am - 9:10am  F  J.K. KANEMAKI  H 132 & lab  9:10am - 3:40pm  F  J.K. KANEMAKI  H 107
(15 Week Class - Starts 2/4/2013, Ends 6/3/2013)

CULINARY ARTS 111  4.00 UNITS

SANITATION AND SAFETY (CSU)
tab  8:00am - 11:10am  MW J.M. LISANTI  H 352 & tab  8:00am - 11:10am  MW J.M. LISANTI  H 107
(9 Week Class - Starts 2/4/2013, Ends 6/3/2013)

7502 lec  7:30am - 9:40am  MW D. WARRINER  H 354 & lec  7:30am - 9:40am  MW J.M. LISANTI  H 132 & lec  7:30am - 9:40am  MW J.M. LISANTI  H 354
tab  8:00am - 11:10am  MW J.M. LISANTI  H 354 & tab  8:00am - 11:10am  MW J.M. LISANTI  H 132
(9 Week Class - Starts 2/4/2013, Ends 6/3/2013)

7517 lab  7:00am - 10:20am  TTh W.R. SHARP  H 134 & lab  7:00am - 10:20am  TTh W.R. SHARP  H 134
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

BIOLOGY 003  4.00 UNITS

INTRODUCTION TO BIOLOGY (UC-CSU)
1611 lec  8:00am - 11:10am  M  S.M. HOSSEINI  K 424 & lec  12:00pm - 3:10pm  Th M.C. PANTASTICO CALDAS  K 408 & lec  8:00am - 11:10am  SAT E.A. ANICETO  K 424 & lec  12:00pm - 3:10pm  SAT E.A. ANICETO  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424
(8 Week Class - Starts 2/4/2013, Ends 6/3/2013)

1612 lec  8:00am - 11:10am  W  S.M. HOSSEINI  K 424 & lec  12:00pm - 3:10pm  T M.C. PANTASTICO CALDAS  K 408 & lec  8:00am - 11:10am  SAT E.A. ANICETO  K 424 & lec  12:00pm - 3:10pm  SAT E.A. ANICETO  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424
(8 Week Class - Starts 2/4/2013, Ends 6/3/2013)

1613 lec  8:00am - 11:10am  SAT E.A. ANICETO  K 424 & lec  12:00pm - 3:10pm  SAT E.A. ANICETO  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424
(8 Week Class - Starts 2/4/2013, Ends 6/3/2013)

1614 lec  8:00am - 11:10am  W  S.W. LAVINGER  K 420 & lec  12:00pm - 3:10pm  T M.C. PANTASTICO CALDAS  K 408 & lec  8:00am - 11:10am  SAT E.A. ANICETO  K 424 & lec  12:00pm - 3:10pm  SAT E.A. ANICETO  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424
(8 Week Class - Starts 2/4/2013, Ends 6/3/2013)

1615 lec  8:00am - 11:10am  W  S.W. LAVINGER  K 420 & lec  12:00pm - 3:10pm  T M.C. PANTASTICO CALDAS  K 408 & lec  8:00am - 11:10am  SAT E.A. ANICETO  K 424 & lec  12:00pm - 3:10pm  SAT E.A. ANICETO  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424 & lec  2:30pm - 5:40pm  Th B.A. SHANK  K 424
(8 Week Class - Starts 2/4/2013, Ends 6/3/2013)

BIOL 405 lec  6:00pm - 9:10pm  M  B.D. OLSEN  K 408 & lec  6:00pm - 9:10pm  W  B.D. OLSEN  K 408 & lec  6:00pm - 9:10pm  T K. NEDDERMEYER  K 408 & lec  6:00pm - 9:10pm  Th K. NEDDERMEYER  K 408 & lec  6:00pm - 9:10pm  M S.W. LAVINGER  K 420 & lec  6:00pm - 9:10pm  W S.W. LAVINGER  K 420
(8 Week Class - Starts 2/4/2013, Ends 6/3/2013)
### Biology

**Biology 007**

**General Biology II (UC-CSU)**

- **Units:** 5.00
- **Prerequisite:** Biology 6 and Math 125 or higher.
- **Basic principles of biology.**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Schedule</th>
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<tbody>
<tr>
<td>1612 lec &amp; lab</td>
<td>9:00am - 10:35am</td>
<td>MW M.C. PANTASTICO CALDAS TE 111</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>1:30pm - 4:40pm</td>
<td>MW A. GEE K 420</td>
</tr>
<tr>
<td>1615 lec &amp; lab</td>
<td>9:00am - 10:35am</td>
<td>MW M.C. PANTASTICO CALDAS TE 111</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>10:40am - 12:15pm</td>
<td>MW M.C. PANTASTICO CALDAS K 468</td>
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### Spring 2013 Classes

#### Business

**Business 006**

**Business Law II (UC-CSU)**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>0135 lec</td>
<td>10:10am - 11:35am</td>
<td>TTh K.L. GARY K 324</td>
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**Business 033**

**Technical Report Writing (CSU)**

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<th>Course</th>
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<tbody>
<tr>
<td>0145 lec</td>
<td>11:00am - 12:25pm</td>
<td>TTh G.D. SONNIER K 208</td>
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**Business 038**

**Business Computations (CSU)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>0146 lec</td>
<td>8:30am - 10:00am</td>
<td>MW J. AHMAD K 321</td>
</tr>
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#### Carpentry

**Carpentry 105**

**Calculations and Measurement for Woodworking Students I**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Schedule</th>
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</thead>
<tbody>
<tr>
<td>8103 lec</td>
<td>10:40am - 12:10pm</td>
<td>TTh L. HUBBARD B 136</td>
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</table>

**Carpentry 111A**

**Construction I (CSU)**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>4771 lec &amp; lab</td>
<td>2:30pm - 5:40pm</td>
<td>TTh STAFF B 104</td>
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**Carpentry 114**

**Hand and Power Tool Application**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>8104 lec</td>
<td>7:00am - 7:20am</td>
<td>MW L. HUBBARD B 136</td>
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**Carpentry 115**

**Basic Blueprint Reading**

<table>
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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>8105 lec</td>
<td>7:00am - 7:20am</td>
<td>TTh L. HUBBARD B 136</td>
</tr>
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</table>

**Carpentry 124**

**Basic House Construction**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>8114 lec</td>
<td>7:00am - 7:50am</td>
<td>MW W.G. HANLEY B 105</td>
</tr>
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</table>

**Carpentry 129**

**Basic Residential Estimating**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>8116 lec</td>
<td>10:10am - 12:20pm</td>
<td>MW W.G. HANLEY B 104</td>
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**Carpentry 130**

**Calculations and Measurement for Woodworking Students II**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>8110 lec</td>
<td>10:20am - 11:45am</td>
<td>TTh STAFF B 102</td>
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**Carpentry 132**

**Applied Blueprint Reading**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>8118 lec</td>
<td>8:45am - 9:15am</td>
<td>F STAFF B 105</td>
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**Biology 036**

**Bioscience for Health Occupations**

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>1612 lec</td>
<td>8:00am - 11:10am</td>
<td>W B.A. SHANK K 468</td>
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</table>

**Building Construction Techniques**

Chair: William Elarton, B-122, (213) 763-701

**Building Construction Techniques 008**

- **Units:** 1.00
- **Weatherization-Energy Efficiency Practices**
- **Evening classes:**

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
<td>8331 lab</td>
<td>6:00pm - 9:10pm</td>
<td>TTh STAFF B 104</td>
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**Building Construction Techniques 014**

- **Units:** 4.00

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<tr>
<td>4771 lec</td>
<td>2:30pm - 5:40pm</td>
<td>T STAFF B 104</td>
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**Building Construction Techniques 101**

- **Units:** 3.00

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<td>4824 lec</td>
<td>6:00pm - 9:10pm</td>
<td>M D. ROGERS B 336</td>
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**Building Construction Techniques 102**

- **Units:** 2.00

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<tr>
<td>8103 lec</td>
<td>10:10am - 12:20pm</td>
<td>MWF L. HUBBARD B 136</td>
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**Building Construction Techniques 104**

- **Units:** 2.00

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<tr>
<td>8104 lec</td>
<td>10:10am - 12:20pm</td>
<td>MWF L. HUBBARD B 136</td>
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**Business 001**

**Introduction to Business (UC-CSU)**

<table>
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<th>Course</th>
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<tr>
<td>0131 lec</td>
<td>8:35am - 10:00am</td>
<td>TTh J. AHMAD K 321</td>
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**Business 005**

**Business Law I (UC-CSU)**

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<td>0134 lec</td>
<td>1:15pm - 2:40pm</td>
<td>MW K.L. GARY K 324</td>
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**Business 006**

**Business Law II (UC-CSU)**

<table>
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<td>0135 lec</td>
<td>10:10am - 11:35am</td>
<td>TTh K.L. GARY K 324</td>
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### CHEMICAL TECHNOLOGY

**Chair: Ricky Wong, K-405, (213) 763-7295**

#### CHEMICAL TECHNOLOGY 143
- **4.00 UNITS**
- **ORGANIC CHEMISTRY II (CSU)**
- 1626 lec 10:05am - 12:10pm W V. HARUTUNIAN K 466
- & lab 6:30am - 12:40pm F V. HARUTUNIAN K 466

#### CHEMICAL TECHNOLOGY 162
- **2.00 UNITS**
- SPECIAL PROJECTS II
- 1627 lab 6:30 hrs/wk TBA V. HARUTUNIAN K 469

### CHEMISTRY

**Chair: Ricky Wong, K-405, (213) 763-7295**

#### CHEMISTRY 051
- **5.00 UNITS**
- **FUNDAMENTALS OF CHEMISTRY I (UC:CSU)**
- Prerequisite: Math 115 or Math 113 and 114 or higher.
- 1670 lec 9:00am - 12:10pm T M. DIAZ TE 120
- & lec 12:10pm - 1:15pm Th M. ACOSTA TE 120
- & lab 9:00am - 12:10pm Th M. DIAZ K 464
- 1671 lec 7:45am - 8:45am Th H.O. AJIE K 464
- & lec 8:45am - 12:00pm Th B.E. RUIZ SILVA TE 120
- & lab 12:00pm - 3:00pm Th B.E. RUIZ SILVA K 464
- 1672 lec 9:40am - 11:45am Th K.F. HOUBEN K 322
- & lab 11:50am - 3:00pm T K.F. HOUBEN K 464
- 1674 lec 8:00am - 11:10am SAT S.H. PARKIN K 464
- & lec 12:00pm - 4:05pm SAT S.H. PARKIN K 424
- **Evening classes**
- 4070 lec 4:45pm - 6:50pm MW H. LEE TE 120
- & lab 6:50pm - 10:00pm W H. LEE K 464

#### CHEMISTRY 070
- **4.00 UNITS**
- **INTRODUCTORY ORGANIC AND BIOCHEMISTRY (UC:CSU)**
- Prerequisite: Chemistry 51 or 65 or 101 with a grade of ‘C’ or better.
- 1675 lec 8:00am - 11:10am SAT P.M. DARMANYAN K 406
- & lab 12:00pm - 3:10pm SAT P.M. DARMANYAN K 464

#### CHEMISTRY 101
- **5.00 UNITS**
- GENERAL CHEMISTRY I (UC:CSU)
- Prerequisite: Math 125 or higher with a grade of ‘C’ or better.
- 1680 lec 10:10am - 11:45am MW M. DIAZ K 406
- & lab 11:50am - 3:00pm MW M. DIAZ K 466
- 1695 lec 10:10am - 11:45am TTh H.O. AJIE K 422
- & lab 11:50am - 3:00pm TTh H.O. AJIE K 464
- **Evening classes**
- 4075 lec 4:25pm - 6:00pm TTh M.Z. VILLENA-VISI TE 120
- & lab 6:10pm - 9:20pm TTh M.Z. VILLENA-VISI K 466

#### CHEMISTRY 102
- **5.00 UNITS**
- GENERAL CHEMISTRY II (UC:CSU)
- Prerequisite: Chemistry 101 and Math 125 or higher with a grade of ‘C’ or better.
- 1681 lec 1:10pm - 2:50pm TTh M. DIAZ K 406
- & lab 3:00pm - 6:10pm TTh M. DIAZ K 466
- **Evening classes**
- 4076 lec 4:25pm - 6:00pm TTh M.Z. VILLENA-VISI TE 120
- & lab 6:30pm - 9:40pm MW M. ACOSTA K 466

#### CHEMISTRY 211
- **5.00 UNITS**
- **ORGANIC CHEMISTRY FOR SCIENCE MAJORS I (UC:CSU)**
- Prerequisite: Chem 102 with a grade of ‘C’ or better.
- 1652 lec 8:10am - 11:20am F B.E. RUIZ SILVA TE 120
- & lab 12:00pm - 6:20pm F B.E. RUIZ SILVA K 464
- 1653 lec 8:10am - 11:20am W B.E. RUIZ SILVA TE 120
- & lab 12:00pm - 6:20pm W B.E. RUIZ SILVA K 464

#### CHEMISTRY 212
- **5.00 UNITS**
- **ORGANIC CHEMISTRY FOR SCIENCE MAJORS II (UC:CSU)**
- Prerequisite: Chemistry 211 with a grade of ‘C’ or better.
- 1687 lec 1:10pm - 2:45pm TTh V. SACHDEV MH 309
- & lab 3:00pm - 6:10pm TTh V. SACHDEV K 464
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<td>CHEM 221</td>
<td>Biochemistry for Science Majors (UC-CSU)</td>
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Prerequisite: Chemistry 211 with a grade of 'C' or better.

1688 lec 1:10pm - 2:45pm MW K.F. HOUBEN K 258
& lab 3:15pm - 6:25pm MW K.F. HOUBEN K 466

**CHILD DEVELOPMENT**

Chair: Alicia Rodriguez-Estrada, TE-516, (213) 763-3938

**Child Development Courses Flow Chart**

- **CD 1**: Advising Eng 24
- **CD 65**: Coreq: CD 33

**Core Courses**

- It is not recommended to take both CD 7 & 8 at the same time.

**CHILD DEVELOPMENT 007**

**Introduction to Curriculum in Early Childhood Education (CSU)**

**Credits**: 3.00

Evening classes

1688 lec 1:10pm - 2:45pm MW K.F. HOUBEN K 258
& lab 3:15pm - 6:25pm MW K.F. HOUBEN K 466

**CHILD DEVELOPMENT 008**

**Curriculum in Early Childhood Education (CSU)**

**Credits**: 3.00

Evening classes

3725 lec 6:00pm - 9:10pm M M.D. BENJAMIN H 340
3726 lec 6:00pm - 9:10pm T M.D. BENJAMIN H 340

**CHILD DEVELOPMENT 010**

**Health, Safety and Nutrition (CSU)**

Advisory: English 21.

Students are required to participate in and pass the American Red Cross Infant/Child CPR and First Aid Course.

1214 lec 11:45am - 2:55pm W C. VEGA H 340
1215 lec 11:45am - 1:10pm TTh C. VEGA K 222

**CHILD DEVELOPMENT 011**

**Family and Community (CSU)**

Advisory: English 21.

1217 lec 11:45am - 2:55pm TTh C. VEGA H 340
1218 lec 11:45am - 1:10pm TTh C. VEGA K 222

**CHILD DEVELOPMENT 022**

**Practicum in Child Development I (CSU)**

Prerequisite: Child Development 1 and 3.

Evening classes

3741 lec 6:00pm - 8:05pm W W.S. KIEL TE 401
3742 lec 6:00pm - 8:05pm W M.A. LOVETT K 222

**CHILD DEVELOPMENT 031**

**Infant and Toddler Studies II (CSU)**

Prerequisite: Child Development 1.

1223 lec 11:45am - 1:10pm TTh J.Y. BABB K 262

**CHILD DEVELOPMENT 034**

**Observing and Recording Children's Behavior (CSU)**

Prerequisite: Child Development 1 and 3.

1224 lec 10:10am - 11:35am MW R.G. MAINA TE 401
1225 lec 11:45am - 1:10pm TTh R.G. MAINA K 222

**CHILD DEVELOPMENT 038**

**Administration & Supervision of Early Childhood Programs II (CSU)**

Prerequisite: Child Development 38.

**Credits**: 3.00

Evening classes

3745 lec 6:00pm - 9:10pm T M.T. ROSTAMI TE 312

**CHILD DEVELOPMENT 941**

**Cooperative Education - Child Development (CSU)**

See page 78 for meeting days and times.

9048 lec 4:25 hrs/wk TBA C.A. MORLEY MOWER D 236
COMMUNITY PLANNING/ECONOMIC DEVELOPMENT

Chair: Paulette Bailey, K-225, (213) 763-7269

COMMUNITY PLANNING/ECONOMIC DEVELOPMENT 007  3.00 UNITS
CONTEMPORARY ISSUES AND STRATEGIES IN POPULAR EDUCATION AND ORGANIZING (CSU)

Evening classes
3106 lec 6:00pm - 9:10pm W  J.L. ELLIOTT  K 210
COMMUNITY PLANNING/ECONOMIC DEVELOPMENT 036  3.00 UNITS
INTRODUCTION TO APPLIED COMMUNITY DEVELOPMENT RESEARCH (UC:CSU) (RPT 1)

Evening classes
3111 lec 6:00pm - 9:10pm M  B. TORRES  TE 215

COMPUTER APPLICATIONS OFFICE TECHNOLOGIES

Chair: Paulette Bailey, K-225, (213) 763-7269

COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 001  3.00 UNITS
COMPUTER KEYBOARDING AND DOCUMENT APPLICATIONS I (CSU)
Fundamentals of keyboarding and letter writing.
0203 lec 1:10pm - 2:10pm TTh  O.K. KAPAKU  K 210
& lab 2:15pm - 3:40pm TTh  O.K. KAPAKU  K 210
Evening classes
3046 lec 6:00pm - 7:10pm TTh  V.T. PALACIOS  K 320
& lab 7:10pm - 8:45pm TTh  V.T. PALACIOS  K 320
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 002  3.00 UNITS
COMPUTER KEYBOARDING AND DOCUMENT APPLICATIONS II (CSU)
Increase computer keyboarding skills and improve business and legal document development in MS Word.
0205 lec 8:00am - 10:05am SAT  S.B. HAYMON  K 320
& lab 10:15am - 12:50pm SAT  S.B. HAYMON  K 320
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 007  3.00 UNITS
MACHINE TRANSCRIPTION
Voice transcription keyboarding.
0210 lec 8:00am - 9:05am MW  P. BAILEY  K 320
& lab 9:05am - 10:05am MW  P. BAILEY  K 320
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 030  3.00 UNITS
OFFICE PROCEDURES (CSU)
0220 lec 8:00am - 9:00am MW  R.P. MATHIEU  K 320
& lab 9:00am - 10:05am MW  R.P. MATHIEU  K 320
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 031  3.00 UNITS
BUSINESS ENGLISH (CSU)
0231 lec 8:00am - 9:25am TTh  A.M. WILSON-AUS  K 320
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 032  2.00 UNITS
RECORDS MANAGEMENT AND FILING
0233 lec 10:15am - 10:45am MW  V.M. EMERSON  K 208
& lab 10:45am - 11:50am MW  V.M. EMERSON  K 208
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 034  2.00 UNITS
BUSINESS TERMINOLOGY (CSU)
0234 lec 10:15am - 12:20pm M  A.M. WILSON-AUS  K 258
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 046  3.00 UNITS
MEDICAL TRANSCRIPTION
Transcription of medical communications.
0236 lec 9:45am - 10:50am TTh  M.P. LINDSEY  K 320
& lab 11:00am - 12:05pm TTh  M.P. LINDSEY  K 320
COMPUTER APPLICATIONS OFFICE TECHNOLOGIES 082  3.00 UNITS
MICROCOMPUTER SOFTWARE SURVEY IN THE OFFICE (CSU)
0248 lec 8:00am - 9:05am F  A.M. WILSON-AUS  K 208
& lab 9:15am - 1:25pm F  A.M. WILSON-AUS  K 208

COMPUTER INFORMATION SYSTEMS

Chair: Eric Chavez, K-325, (213) 763-3782

COMPUTER INFORMATION SYSTEMS 035  3.00 UNITS
MULTIMEDIA PRESENTATIONS FOR THE INTERNET I (CSU)
0540 lec 8:00am - 9:25am F  M. PAKBAZ  K 307
& lab 9:35am - 12:40pm F  M. PAKBAZ  K 307
COMPUTER INFORMATION SYSTEMS 700  3.00 UNITS
COMPUTER CONCEPTS (CSU)
0545 lec 12:00pm - 1:05pm MW  L.M. HAHNE  K 305
& lab 1:05pm - 2:05pm MW  L.M. HAHNE  K 305
COMPUTER INFORMATION SYSTEMS 701  3.00 UNITS
INTRODUCTION TO COMPUTERS AND THEIR USES (UC:CSU)
0542 lec 7:00am - 8:00am MW  L.M. HAHNE  K 305
& lec 8:00am - 9:00am MW  L.M. HAHNE  K 305
& lec 7:00am - 8:05am TTh  M. PAKBAZ  K 307
& lec 8:05am - 9:05am TTh  M. PAKBAZ  K 307
Evening classes
3311 lec 6:00pm - 8:05pm M  E.L. PROCTOR  K 305
& lec 6:00pm - 8:05pm W  E.L. PROCTOR  K 305
COMPUTER INFORMATION SYSTEMS 733  3.00 UNITS
MICROCOMPUTER DATABASE PROGRAMMING (CSU)
0544 lec 12:00pm - 1:05pm TTh  M. PAKBAZ  K 307
& lec 1:05pm - 2:05pm TTh  M. PAKBAZ  K 307
COMPUTER INFORMATION SYSTEMS 739  3.00 UNITS
PROGRAMMING IN C++ (UC:CSU)
0543 lec 10:15am - 11:20am SAT  L.L. FLETCHER  K 208
& lec 12:00pm - 1:05pm MW  L.M. HAHNE  K 305
& lec 1:05pm - 2:05pm MW  L.M. HAHNE  K 305
COMPUTER INFORMATION SYSTEMS 750  3.00 UNITS
DREAMWEAVER CONCEPTS AND TECHNIQUES (CSU)
0546 lec 9:15am - 10:20am MW  L.M. HAHNE  K 305
& lab 10:20am - 11:20am MW  L.M. HAHNE  K 305
COMPUTER INFORMATION SYSTEMS 762  3.00 UNITS
WEB SCRIPTING (CSU)
0547 lec 9:15am - 10:20am TTh  L.M. HAHNE  K 305
& lab 10:20am - 11:20am TTh  L.M. HAHNE  K 305
COMPUTER INFORMATION SYSTEMS 770  3.00 UNITS
LOCAL AREA NETWORK ADMINISTRATION (CSU)
0548 lec 8:00am - 9:05am M  M. PAKBAZ  K 307
& lec 10:15am - 12:15pm M  M. PAKBAZ  K 307
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<th>Course Title</th>
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<tr>
<td>7002</td>
<td>Freshman Cosmetology</td>
<td>6.00</td>
<td>7:00am - 8:30am</td>
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<tr>
<td>7003</td>
<td>Junior Salon I</td>
<td>6.00</td>
<td>7:00am - 8:30am</td>
</tr>
<tr>
<td>7004</td>
<td>Junior Salon II</td>
<td>6.00</td>
<td>7:00am - 8:30am</td>
</tr>
<tr>
<td>7005</td>
<td>Skin Therapy IV</td>
<td>6.00</td>
<td>7:00am - 8:30am</td>
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<tr>
<td>7006</td>
<td>Tinting I</td>
<td>6.00</td>
<td>7:00am - 8:30am</td>
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**Computer Information Systems 771**

Local Area Network Technical Support (CSU)

0549 lec 9:15am - 10:20am TTh STAFF K 307
& lab 10:20am - 11:20am TTh STAFF K 307

**Computer Information Systems 787**

Network Essentials (CSU)

3312 lec 6:00pm - 8:05pm M W.W. TEE K 307
& lab 6:00pm - 8:05pm W W.W. TEE K 307

**Cosmetology 111**

Freshman Cosmetology

7002 lec 7:00am - 8:30am MTW R.G. LOPEZ MH 233
& lab 9:00am - 2:10am MTW R.G. LOPEZ MH 233
& lab 7:00am - 8:30am Th R.G. LOPEZ MH 233
& lab 9:00am - 11:00am Th R.G. LOPEZ MH 233
& lab 11:00am - 2:10pm Th R.G. LOPEZ MH 233

(7 Week Class - Starts 2/4/2013, Ends 3/30/2013)

**Cosmetology 121**

Junior Salon I

Prerequisite: Cosmetology 112.

7004 lec 7:00am - 8:30am MTW S. SHACKELFORD MH 128
& lab 9:00am - 2:10pm MTW S. SHACKELFORD MH 237
& lab 7:00am - 8:30am Th S. SHACKELFORD MH 128
& lab 9:00am - 11:00am Th S. SHACKELFORD MH 237
& lab 11:00am - 2:10pm Th S. SHACKELFORD MH 237

(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

**Cosmetology 122**

Junior Salon II

Prerequisite: Cosmetology 121.

7005 lec 7:00am - 8:30am MTW S. SHACKELFORD MH 128
& lab 9:00am - 2:10pm MTW S. SHACKELFORD MH 237
& lab 7:00am - 8:30am Th S. SHACKELFORD MH 128
& lab 9:00am - 11:00am Th S. SHACKELFORD MH 237
& lab 11:00am - 2:10pm Th S. SHACKELFORD MH 237

(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

**Cosmetology 131**

Introduction to Cosmetology (NDA)

7026 lec 2:30pm - 3:55pm MTWTh R.G. LOPEZ MH 233
7029 lec 2:30pm - 3:55pm MTWTh STAFF MH 233

(8 Week Class - Starts 4/8/2013, Ends 5/30/2013)

**Cosmetology 132**

Junior Salon III

Prerequisite: Cosmetology 131.

7013 lec 7:00am - 8:30am MTW E.J. ROBINSON MH 138
& lab 9:00am - 2:10pm MTW E.J. ROBINSON MH 247
& lab 7:00am - 8:30am Th E.J. ROBINSON MH 138
& lab 9:00am - 11:00am Th E.J. ROBINSON MH 247
& lab 11:00am - 2:10pm Th E.J. ROBINSON MH 247

(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

**Cosmetology 133**

Freshman Cosmetology

7002 lec 7:00am - 8:30am MTW R.G. LOPEZ MH 233
& lab 9:00am - 2:10pm MTW R.G. LOPEZ MH 233
& lab 7:00am - 8:30am Th R.G. LOPEZ MH 233
& lab 9:00am - 11:00am Th R.G. LOPEZ MH 233
& lab 11:00am - 2:10pm Th R.G. LOPEZ MH 233

(7 Week Class - Starts 2/4/2013, Ends 3/30/2013)
### COSMETOLOGY 132
**TINTING II**
Prerequisite: Cosmetology 131.

<table>
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<tbody>
<tr>
<td>7007</td>
<td>7:00am - 8:30am</td>
<td>MTW</td>
<td>M.K. MAINE MH 232</td>
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<tr>
<td>&amp; lab</td>
<td>9:00am - 10:20am</td>
<td>MTW</td>
<td>M.K. MAINE MH 238</td>
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<tr>
<td>&amp; lab</td>
<td>7:00am - 8:30am</td>
<td>Th</td>
<td>M.K. MAINE MH 232</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>9:00am - 11:00am</td>
<td>Th</td>
<td>M.K. MAINE MH 238</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>11:00am - 1:10pm</td>
<td>Th</td>
<td>M.K. MAINE MH 238</td>
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*(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)*

### COSMETOLOGY 141
**SENIOR SALON I**
Prerequisite: Cosmetology 122 & 123.

<table>
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<th>Days</th>
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<tbody>
<tr>
<td>7008</td>
<td>7:00am - 8:30am</td>
<td>MTW</td>
<td>L.H. CHEN MH 232</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>9:00am - 2:10pm</td>
<td>MTW</td>
<td>L.H. CHEN MH 232</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>7:00am - 8:30am</td>
<td>Th</td>
<td>L.H. CHEN MH 232</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>9:00am - 11:00am</td>
<td>Th</td>
<td>L.H. CHEN MH 232</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>11:00am - 2:10pm</td>
<td>Th</td>
<td>L.H. CHEN MH 232</td>
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*(7 Week Class - Starts 2/4/2013, Ends 3/30/2013)*

### COSMETOLOGY 142
**SENIOR SALON II**
Prerequisite: Cosmetology 141.

<table>
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<tr>
<th>Course</th>
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<tr>
<td>7009</td>
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<td>L.H. CHEN MH 232</td>
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<tr>
<td>&amp; lab</td>
<td>9:00am - 2:10pm</td>
<td>MTW</td>
<td>L.H. CHEN MH 232</td>
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<td>&amp; lab</td>
<td>7:00am - 8:30am</td>
<td>Th</td>
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<tr>
<td>&amp; lab</td>
<td>9:00am - 11:00am</td>
<td>Th</td>
<td>L.H. CHEN MH 232</td>
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<tr>
<td>&amp; lab</td>
<td>11:00am - 2:10pm</td>
<td>Th</td>
<td>L.H. CHEN MH 232</td>
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*(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)*

### COSMETOLOGY 210
**INTRODUCTION TO HAIR COLORING**
Prerequisite: Cosmetology 112.

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>7018</td>
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<td>F</td>
<td>S.A. WILLIAMS MH 247</td>
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<tr>
<td>&amp; lab</td>
<td>8:30am - 1:25pm</td>
<td>F</td>
<td>S.A. WILLIAMS MH 247</td>
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### COSMETOLOGY 211
**INTERMEDIATE HAIR COLORING AND STYLING**
Prerequisite: Cosmetology 112.

<table>
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<tr>
<th>Course</th>
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<tr>
<td>7019</td>
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<td>F</td>
<td>S.A. WILLIAMS MH 247</td>
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<tr>
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<td>8:30am - 1:25pm</td>
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<td>S.A. WILLIAMS MH 247</td>
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### COSMETOLOGY 214
**ADVANCED HAIR COLORING AND STYLING**
Prerequisite: Cosmetology 112

<table>
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<th>Course</th>
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<tr>
<td>7020</td>
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<td>F</td>
<td>S.A. WILLIAMS MH 247</td>
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<tr>
<td>&amp; lab</td>
<td>8:30am - 1:25pm</td>
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<td>S.A. WILLIAMS MH 247</td>
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### COSMETOLOGY 215
**CONTEMPORARY STYLING TECHNIQUES**
Prerequisite: Cosmetology 112

<table>
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<th>Course</th>
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<tr>
<td>7021</td>
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<td>F</td>
<td>S.A. WILLIAMS MH 247</td>
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### COSMETOLOGY 217
**MULTI-TEXTURE DESIGN (LEVEL 1-2)**

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<tbody>
<tr>
<td>7027</td>
<td>2:30pm - 3:35pm</td>
<td>MW</td>
<td>S. SHACKELFORD MH 237</td>
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<tr>
<td>&amp; lab</td>
<td>3:35pm - 5:00pm</td>
<td>MW</td>
<td>S. SHACKELFORD MH 237</td>
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### COSMETOLOGY 221
**ADVANCED MAKEUP TECHNIQUES (NDA)**

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<tbody>
<tr>
<td>7028</td>
<td>8:00am - 10:05am</td>
<td>SAT</td>
<td>L.G. LEY MH 238</td>
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<tr>
<td>&amp; lab</td>
<td>10:05am - 1:15pm</td>
<td>SAT</td>
<td>L.G. LEY MH 238</td>
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### COSMETOLOGY 222
**INTRODUCTION TO SPECIAL EFFECTS MAKEUP TECHNIQUES (NDA)**

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</thead>
<tbody>
<tr>
<td>4312</td>
<td>4:30pm - 5:50pm</td>
<td>MTW</td>
<td>G.E. MCDougall MH 238</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>5:50pm - 7:50pm</td>
<td>MTW</td>
<td>G.E. MCDougall MH 238</td>
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*(8 Week Class - Starts 2/4/2013, Ends 3/28/2013)*

### COSMETOLOGY 225
**HAIR SCULPTURING TECHNIQUES FOR MEN (RPT 2)**

<table>
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<th>Course</th>
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<tbody>
<tr>
<td>4314</td>
<td>4:00pm - 6:05pm</td>
<td>M</td>
<td>E.J. ROBINSON MH 123</td>
</tr>
<tr>
<td>&amp; lab</td>
<td>6:05pm - 9:20pm</td>
<td>M</td>
<td>E.J. ROBINSON MH 123</td>
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</table>

*The student must have a current valid license issued from the California State Board of Barbering and Cosmetology. The course is also available to students enrolled in a Cosmetology program with proper documentation supporting 800 clock in hours.*
CULINARY ARTS 120  
4.00 UNITS

FRONT OF HOUSE/DINING SERVICES
7534 lec 9:45am - 10:45am MWF R. ROBLES H 103
& lab 10:45am - 1:15pm MWF R. ROBLES H 103
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

CULINARY ARTS 121  
6.00 UNITS

GARDE MANGER I - BAKING (CSU)
Prerequisite: Cul Art 111 & 112.
7506 lec 6:30am - 8:05am MTWTh A.J. VACHON H 103
& lab 8:05am - 12:20pm MTWTh A.J. VACHON H 103
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

CULINARY ARTS 122  
6.00 UNITS

GARDE MANGER II - CHARCUTERIE (CSU)
Prerequisite: Cul Art 111 & 112.
7507 lec 7:45am - 9:35am MTWTh E.A. ROJAS H 134
& lab 9:35am - 11:50am MTWTh E.A. ROJAS H 134
(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

CULINARY ARTS 131  
6.00 UNITS

CULINARY ARTS - BREAKFAST I (CSU)
Prerequisite: Cul Art 111 & 112.
7512 lec 7:00am - 9:00am MTWTh J.M. LISANTI H 107
& lab 9:00am - 12:10am MTWTh S.B. FEIGENBAUM H 107
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

CULINARY ARTS 132  
6.00 UNITS

CULINARY ARTS - ENTREMETIER SAUCIER (CSU)
Prerequisite: Cul Art 111 & 112.
7513 lec 7:00am - 9:00am MTWTh C.P. ANKETELL D 200
& lab 9:00am - 12:35pm MTWTh C.P. ANKETELL D 200
(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

CULINARY ARTS 141  
6.00 UNITS

BUTCHER CENTER OF THE PLATE AND QUANTITY FOOD COOKERY (CSU)
Prerequisite: Cul Art 111, 112, 121, 122, 131, 132
7518 lec 7:15am - 9:15am MTWTh L.S. KASMAR H 107
& lab 9:15am - 12:55pm MTWTh L.S. KASMAR H 107
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

CULINARY ARTS 170  
2.00 UNITS

CULINARY NUTRITION (CSU)
7532 lec 7:00am - 11:40am R.T. SPENCE H 354
(7 Week Class - Starts 2/4/2013, Ends 3/30/2013)

7533 lec 7:00am - 11:40am R.T. SPENCE H 354
(8 Week Class - Starts 4/8/2013, Ends 6/3/2013)

CULINARY ARTS 235  
4.00 UNITS

MENU PLANNING AND PURCHASING (CSU) (RPT 1)
Prerequisites: Cul Arts 111 & 112.
7516 lab 7:00am - 10:20am J.M. LISANTI H 107
& lec 10:20am - 1:40pm J.M. LISANTI H 134
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

CULINARY ARTS 240  
2.00 UNITS

RESTAURANT SUPERVISION AND TRAINING (CSU)
Prerequisite: Cul Arts 111 & 112.
7521 lec 2:00pm - 4:10pm J.M. LISANTI H 103
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

CULINARY ARTS 241  
4.00 UNITS

COOPERATIVE EDUCATION - CULINARY ARTS (CSU) (RPT 3)
See page 78 for meeting days and times.
9044 lec 4:25 hrs/wk TBA C.A. MORLEY MOWER D 236

DEVELOPMENTAL COMMUNICATIONS

Chair: Christina Anketell, C-100c, (213) 763-3741

DEVELOPMENTAL COMMUNICATIONS 021  
3.00 UNITS

FUNDAMENTALS OF WRITING (NDA)
0354 lec 8:35am - 10:00am C.P. ANKETELL D 200
0356 lec 10:10am - 11:35am C.P. ANKETELL D 200
1282 lec 8:35am - 10:00am R.G. STRINGER D 200

DEVELOPMENTAL COMMUNICATIONS 022  
2.00 UNITS

FUNDAMENTALS OF SPEAKING (NDA)
0455 lec 8:35am - 10:00am C.P. ANKETELL D 200

DEVELOPMENTAL COMMUNICATIONS 023  
2.00 UNITS

FUNDAMENTALS OF LISTENING (NDA)
0456 lec 10:10am - 11:35am C.P. ANKETELL D 200

DEVELOPMENTAL COMMUNICATIONS 024  
3.00 UNITS

FUNDAMENTALS OF READING (NDA)
0354 lec 8:35am - 10:00am C.P. ANKETELL D 200
0356 lec 10:10am - 11:35am C.P. ANKETELL D 200
1282 lec 8:35am - 10:00am R.G. STRINGER D 200

DIESEL AND RELATED TECHNOLOGY

Chair: Jess Guerra, F-106A, (213) 763-3901

DIESEL AND RELATED TECHNOLOGY 112  
11.00 UNITS

DIESEL ENGINE AND ELECTRICAL FOUNDAMENTALS
7411 lec 7:00am - 8:25am TCA ROJAS F 118
& lab 8:25am - 12:20pm TCA ROJAS F 118

DIESEL AND RELATED TECHNOLOGY 122  
11.00 UNITS

DIESEL FUEL INJECTION SYSTEMS
7400 lec 7:00am - 8:05am G.C. PEREZ F 126
& lab 8:05am - 12:20pm G.C. PEREZ F 126

DIESEL AND RELATED TECHNOLOGY 122B  
5.50 UNITS

DIESEL FUEL SYSTEMS

Evening classes
4506 lec 5:00pm - 6:20pm G.C. PEREZ F 126
& lab 6:20pm - 10:20pm G.C. PEREZ F 126

DIESEL AND RELATED TECHNOLOGY 132  
5.50 UNITS

HEAVY DUTY DRIVE TRAIN

Evening classes
4452 lec 5:00pm - 6:20pm J.M. CAVANAUGH F 126
& lab 6:20pm - 10:20pm J.M. CAVANAUGH F 126
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<th>Units</th>
<th>Schedule Details</th>
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<tr>
<td><strong>ELECTRONIC ENGINE CONTROLS</strong></td>
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<tr>
<td>D2451 lec 3:10 hrs/wk TBA J. GUERRA ON LINE</td>
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<td>&amp; lab 7:00am - 2:50pm SAT O. MEJIA F 100</td>
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<tr>
<td><strong>ADVANCED HYBRID AND PLUG-IN ELECTRIC VEHICLES</strong></td>
<td>5.00</td>
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<td>7413 lec 1:00pm - 2:00pm TTh A.A. SEMADENI F 100G</td>
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<tr>
<td>&amp; lab 2:00pm - 3:50pm TTh A.A. SEMADENI F 100</td>
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<tr>
<td><strong>COOPERATIVE EDUCATION - DIESEL AND RELATED TECHNOLOGY (RPT 3)</strong></td>
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<td>See page 78 for meeting days and times.</td>
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<tr>
<td>9236 lec 4:25 hrs/wk TBA C.L. ANDERSON D 236</td>
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**DIGITAL MEDIA**

Chair: Carole Anderson, D-222, (213) 763-3642

<table>
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<tr>
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<tr>
<td>DIGITAL MEDIA 103</td>
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<tr>
<td>4362 lec 4:00pm - 5:10pm MW P.W. REED F 231</td>
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<td>&amp; lab 5:10pm - 6:20pm MW P.W. REED F 231</td>
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<tr>
<td>DIGITAL MEDIA 115</td>
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<td>VIDEO PRODUCTION: NON-LINEAR EDITING</td>
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<td>4364 lec 6:30pm - 7:40pm MW P.W. REED F 231</td>
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**DRAFTING**

Chair: William Elarton, B-122, (213) 763-3701

<table>
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<tr>
<td>CADD FOR SUSTAINABLE LANDSCAPE DESIGN</td>
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<tr>
<td>8003 lec 9:45am - 10:15am MW M. OLIVA D 330</td>
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<td>&amp; lab 10:15am - 12:20pm MW M. OLIVA D 330</td>
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**ECONOMICS**

Chair: Paulette Bailey, K-225, (213) 763-7269

<table>
<thead>
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<tbody>
<tr>
<td>ECONOMICS 001</td>
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<tr>
<td>PRINCIPLES OF ECONOMICS I (UC-CSU)</td>
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<tr>
<td>0185 lec 11:45am - 1:10pm MW J. AHMAD K 321</td>
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<td>0186 lec 10:10am - 11:35am TTh J. AHMAD K 321</td>
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<tr>
<td>3028 lec 6:00pm - 9:10pm Th M.D. SHAW K 321</td>
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**ECONOMICS 002**

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<td>0187 lec 10:10am - 11:35am MW J. AHMAD K 321</td>
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<td>3033 lec 6:00pm - 9:10pm M J. AHMAD K 321</td>
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*Economics 1 is also offered through Instructional Television (ITV) Program. For registration and orientation, see page 80.*
ELECTRICAL CONSTRUCTION AND MAINTENANCE 120 3.00 UNITS
INDUSTRIAL CONTROL SYSTEMS
8136 lec 10:45am - 12:10pm MT
J.B. LESTER B 320
8150 lab 10:10am - 1:20pm MW T.G. NIEVES B 304
EVENING CLASSES
4713 lec 6:00pm - 9:10pm M C.R. WIEGAND B 336
ELECTRICAL CONSTRUCTION AND MAINTENANCE 128 3.00 UNITS
INDUSTRIAL CONTROL SYSTEMS PRACTICES
Development and application of control circuitry.
8137 lab 7:00am - 9:10am MT
J.B. LESTER B 320
8141 lab 10:45am - 12:50pm MWT/HF M.D. ROGERS B 330
EVENING CLASSES
4718 lab 6:00pm - 9:10pm M J.L. SEITZ B 330
4719 lab 6:00pm - 9:10pm W J.L. SEITZ B 330
ELECTRICAL CONSTRUCTION AND MAINTENANCE 128A 1.00 UNIT
INDUSTRIAL CONTROL SYSTEMS PRACTICES A (CSU)
Evening classes
4714 lab 6:00pm - 9:10pm M J.L. SEITZ B 330
ELECTRICAL CONSTRUCTION AND MAINTENANCE 128B 1.00 UNIT
INDUSTRIAL CONTROL SYSTEMS PRACTICES B (CSU)
Evening classes
4716 lab 6:00pm - 9:10pm M J.L. SEITZ B 330
ELECTRICAL CONSTRUCTION AND MAINTENANCE 128C 1.00 UNIT
INDUSTRIAL CONTROL SYSTEMS PRACTICES C (CSU)
Evening classes
4717 lab 6:00pm - 9:10pm W J.L. SEITZ B 330
ELECTRICAL CONSTRUCTION AND MAINTENANCE 129 3.00 UNITS
FUNDAMENTALS OF ALTERNATING CURRENT
8138 lec 10:45am - 12:10pm ThF
J.B. LESTER B 320
8142 lec 9:00am - 10:25am ThF M.D. ROGERS B 352
Evening classes
4720 lec 6:00pm - 9:10pm T D.A. SUSSMAN B 351
4782 lec 6:00pm - 9:10pm F D.A. SUSSMAN B 351
ELECTRICAL CONSTRUCTION AND MAINTENANCE 130 3.00 UNITS
PRINCIPLES OF INDUSTRIAL ELECTRIC POWER
8144 lec 10:10am - 11:35am MW H. UCHIDA C 201
8149 lec 8:45am - 10:10am MW T.G. NIEVES B 302
ELECTRICAL CONSTRUCTION AND MAINTENANCE 136 3.00 UNITS
INDUSTRIAL POWER APPLICATIONS
8145 lab 7:00am - 10:10am MWF H. UCHIDA B 304
8150 lab 10:10am - 1:20pm MW T.G. NIEVES B 304
ELECTRICAL CONSTRUCTION AND MAINTENANCE 137 3.00 UNITS
INDUSTRIAL ELECTRONIC CONTROL SYSTEMS
8146 lec 10:10am - 11:35am ThH H. UCHIDA C 201
8151 lec 8:45am - 10:10am ThH T.G. NIEVES B 302
ELECTRICAL CONSTRUCTION AND MAINTENANCE 138 2.00 UNITS
APPLICATIONS OF ELECTRICAL AND ELECTRONICS DEVICES
8147 lab 7:00am - 10:10am ThH H. UCHIDA B 304
8152 lab 10:10am - 1:20pm ThH T.G. NIEVES B 304
ELECTRICAL CONSTRUCTION AND MAINTENANCE 140 3.00 UNITS
CONSTRUCTION WIRING PRINCIPLES AND PRACTICES
8154 lec 7:00am - 8:25am MW R.E. JACKSON B 336
8159 lec 7:00am - 8:25am MW L.D. POGOLER B 352
ELECTRICAL CONSTRUCTION AND MAINTENANCE 142 1.00 UNIT
BASIC PROGRAMMABLE LOGIC CONTROLS (PLC)
8117 lab 8:00am - 11:10am SAT
P.H. NIEVES C 201
8148 lab 11:40am - 1:05pm TTh H. UCHIDA C 201
8153 lec 7:00am - 10:10am F T.G. NIEVES C 201
8155 lab 1:00pm - 4:10pm F R. RAMIREZ C 201
ELECTRICAL CONSTRUCTION AND MAINTENANCE 150 3.00 UNITS
INTRODUCTION TO THE ELECTRICAL CODES
8133 lec 7:00am - 8:25am TF R.E. JACKSON B 336
8134 lec 7:00am - 8:25am TF L.D. POGOLER B 351
ELECTRICAL CONSTRUCTION AND MAINTENANCE 159 4.00 UNITS
PROGRAMMABLE LOGIC CONTROLS (PLC) (RPT 2)
Evening classes
4723 lec 6:00pm - 7:20pm MW D. HOGUE B 201
& lab 7:20pm - 9:40pm MW D. HOGUE B 201
ELECTRICAL CONSTRUCTION AND MAINTENANCE 167 3.00 UNITS
ELECTRICAL CONSTRUCTION WIRING TECHNIQUES
8156 lec 8:25am - 11:35am MWF R.E. JACKSON B 337
8161 lec 8:25am - 11:35am MWF L.D. POGOLER B 337
ELECTRICAL CONSTRUCTION AND MAINTENANCE 168 2.00 UNITS
INSTALLATION OF ELECTRICAL WIRING
8157 lab 8:25am - 11:35am T R.E. JACKSON B 337 &
lab 7:00am - 10:10am Th R.E. JACKSON B 337
8162 lab 8:25am - 11:35am T L.D. POGOLER B 337 &
lab 7:00am - 10:10am Th L.D. POGOLER B 337
ELECTRICAL CONSTRUCTION AND MAINTENANCE 169 2.00 UNITS
ALTERNATING CURRENT PRACTICES
8139 lab 9:20am - 10:45am MWT/HF J.B. LESTER B 330
8143 lab 12:50pm - 2:00pm MWT/HF M.D. ROGERS B 330
ELECTRICAL CONSTRUCTION AND MAINTENANCE 171 3.00 UNITS
ELECTRICAL CODES AND ORDINANCES I (RPT 1)
Evening classes
4724 lec 6:00pm - 9:10pm M L.D. POGOLER B 320
4730 lec 6:00pm - 9:10pm W R.E. JACKSON B 302
4769 lec 6:00pm - 9:10pm F STAFF B 301
ELECTRICAL CONSTRUCTION AND MAINTENANCE 172 3.00 UNITS
ELECTRICAL CODES AND ORDINANCES II (RPT 3)
Evening classes
4725 lec 6:00pm - 9:10pm M W.D. ELARTON B 353
ELECTRICAL CONSTRUCTION AND MAINTENANCE 173 3.00 UNITS
ELECTRICAL MATHEMATICS I
Evening classes
4726 lec 6:00pm - 9:10pm T N.G. KARTHAS TE 111
ELECTRICAL CONSTRUCTION AND MAINTENANCE 174 3.00 UNITS
ELECTRICAL MATHEMATICS II
8307 lec 10:20am - 1:30pm F C.J. BARNETT B 232
Evening classes
4728 lec 6:00pm - 9:10pm M N.G. KARTHAS B 302
ELECTRICAL CONSTRUCTION AND MAINTENANCE 177 3.00 UNITS
ELECTRIC MOTOR CONTROL I
Evening classes
4729 lec 6:00pm - 9:10pm M R. WINSTON B 352
ELECTRICAL CONSTRUCTION AND MAINTENANCE 178 3.00 UNITS
ELECTRIC MOTOR CONTROL II
4721 lec 6:00pm - 9:10pm W R. WINSTON B 320
ELECTRICAL CONSTRUCTION AND MAINTENANCE 181 3.00 UNITS
BASIC WIRING PRACTICES
Evening classes
4733 lec 6:00pm - 9:10pm T R. RAMIREZ B 301
4762 lec 6:00pm - 9:10pm W K.E. CURTIN B 301
ELECTRICAL CONSTRUCTION AND MAINTENANCE 182 1.00 UNIT
BASIC DIAGRAM AND CIRCUIT PRACTICES
Evening classes
4734 lab 6:00pm - 9:10pm Th R. RAMIREZ B 301
4736 lab 6:00pm - 9:10pm F K.E. CURTIN B 301
ELECTRICAL CONSTRUCTION AND MAINTENANCE 183 3.00 UNITS
RESIDENTIAL ELECTRIC WIRING
Evening classes
4711 lec 6:00pm - 9:10pm W E.N. MAALOUF B 352
4727 lec 6:00pm - 9:10pm F G.B. NASRAHALLAH D 301
ELECTRICAL CONSTRUCTION AND MAINTENANCE 184 3.00 UNITS
MINI-HOUSEWIRE CONTROL PRINCIPLES AND PRACTICES
Evening classes
4747 lec 6:00pm - 6:50pm MW F. BRKIC B 304
& lab 6:50pm - 9:00pm MW F. BRKIC B 304
ELECTRICAL CONSTRUCTION AND MAINTENANCE 185 3.00 UNITS
INDUSTRIAL ELECTRICAL PRINCIPLES AND PRACTICES
Evening classes
4737 lec 6:00pm - 6:50pm TTh B. GOLUZA B 304
& lab 6:50pm - 9:10pm TTh B. GOLUZA B 304
ELECTRICAL CONSTRUCTION AND MAINTENANCE 187  4.00 UNITS  
ADVANCED PROGRAMMABLE CONTROLLERS (RPT 2)  
Evening classes  
4772 lec 6:00pm - 7:20pm TTh P.H. NIEVES C 201  
& lab 7:20pm - 9:40pm TTh P.H. NIEVES C 201  
ELECTRICAL CONSTRUCTION AND MAINTENANCE 190  3.00 UNITS  
ELECTRICAL CODE CALCULATIONS  
Evening classes  
4739 lec 6:00pm - 9:10pm T L.D. POGOLER B 351  
ELECTRICAL CONSTRUCTION AND MAINTENANCE 193  3.00 UNITS  
CONDUIT BENDING AND CALCULATIONS  
Evening classes  
4773 lec 6:00pm - 6:45pm TTh R.E. JACKSON B 337  
& lab 6:45pm - 9:10pm TTh R.E. JACKSON B 337  
ELECTRICAL CONSTRUCTION AND MAINTENANCE 193A  1.00 UNIT  
CONDUIT BENDING LABORATORY (RPT 1)  
8158 lab 10:10am - 1:20pm Th R.E. JACKSON B 337  
& lab 10:10am - 1:20pm Th L.D. POGOLER B 337  
ELECTRICAL CONSTRUCTION AND MAINTENANCE 199  3.00 UNITS  
JOURNEYMAN ELECTRICIAN EXAM PREPARATION (RPT 3)  
Evening classes  
4735 lec 6:00pm - 6:40pm TTh D.S. ROBINSON F 208  
Team lab 6:40pm - 9:10pm TTh D.S. ROBINSON B 352  
ELECTRICAL CONSTRUCTION AND MAINTENANCE 205  2.00 UNITS  
SOLAR ENERGY INSTALLATION & MAINTENANCE PRINCIPLES AND PRACTICES  
8335 lab 2:30pm - 5:40pm MW B. GOLUZA F 151  
Evening classes  
4738 lab 6:00pm - 9:10pm MW B. GOLUZA F 151  
ELECTRICAL CONSTRUCTION AND MAINTENANCE 212  3.00 UNITS  
SIGNIFICANT CHANGES NEC - NATIONAL ELECTRICAL CODE (CSU) (RPT 3)  
4615 lec 3:10 hrs/wk TBA W.D. ELARTON ON LINE  
Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.  
ELECTRICAL CONSTRUCTION AND MAINTENANCE 218  3.00 UNITS  
COMMANDER EXAM PREPARATION (RPT 2)  
9072 lec 4:00pm - 7:20pm W C.L. ANDERSON D 236  
ELECTRONICS TECHNOLOGY 154  3.00 UNITS  
AC THEORY AND CIRCUIT FUNDAMENTALS  
0476 lec 7:00am - 8:25am Th S.A. ROOSTA K 324  
& lec 8:35am - 10:00am Th S.A. ROOSTA K 324  
ELECTRONICS TECHNOLOGY 155  2.00 UNITS  
AC THEORY AND CIRCUIT FUNDAMENTALS LAB  
0479 lab 8:35am - 11:45am T S.A. ROOSTA K 366  
& lab 10:10am - 1:20pm Th S.A. ROOSTA K 366  
ELECTRONICS TECHNOLOGY 156  1.00 UNIT  
APPLIED AC CALCULATIONS  
0482 lec 7:00am - 7:55am Th S.A. ROOSTA K 324  
ELECTRONICS TECHNOLOGY 161  3.00 UNITS  
F.C.C. RADIO OPERATOR LICENSE  
7832 lec 3:10 hrs/wk TBA E.L. CHAVEZ ON LINE  
Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.  
ELECTRONICS TECHNOLOGY 162  3.00 UNITS  
INTRODUCTION TO ELECTRONICS COMMUNICATIONS  
0500 lec 7:00am - 10:10am M E.L. CHAVEZ K 204  
ELECTRONICS TECHNOLOGY 163  3.00 UNITS  
INTRODUCTION TO ELECTRONICS COMMUNICATIONS LAB  
0503 lab 7:00am - 12:10pm T S. CYRUS K 368  
& lab 7:00am - 12:10pm W S. CYRUS K 368  
ELECTRONICS TECHNOLOGY 252  3.00 UNITS  
NETWORK CABLING SPECIALIST  
0509 lec 7:00am - 9:10am Th S. CYRUS K 368  
& lab 9:25am - 12:35pm Th S. CYRUS K 368  
ELECTRONICS TECHNOLOGY 253  3.00 UNITS  
FIBER OPTICS (RPT 1)  
0512 lec 7:00am - 9:05am M S. CYRUS K 364  
& lab 9:25am - 12:35pm M S. CYRUS K 364  
ELECTRONICS TECHNOLOGY 254  3.00 UNITS  
COMPUTER APPLICATIONS FOR ELECTRONICS TECHNOLOGY (RPT 1)  
0515 lec 7:00am - 9:20am M S.A. ROOSTA K 302  
& lec 9:20am - 12:30pm M S.A. ROOSTA K 302  
ELECTRONICS TECHNOLOGY 255  1.00 UNIT  
COMPUTER-BASED ELECTRONICS I  
0518 lab 10:10am - 1:20pm W S.A. ROOSTA K 302
ENGLISH-OPERATION/MAINTENANCE

Chair: William Elarton, B-122, (213) 763-3701

ENG101 3.00 UNITS
Prerequisite: English 28.

ENGLISH 102 3.00 UNITS
Prerequisite: English 101.

ENGLISH 103 3.00 UNITS
Prerequisite: English 101.

ENGLISH 104 3.00 UNITS
Prerequisite: English 101.

ENGLISH 105 3.00 UNITS
Prerequisite: English 101.

ENGLISH 106 3.00 UNITS
Prerequisite: English 101.

ENGLISH 107 3.00 UNITS
Prerequisite: English 101.

ENGLISH 108 3.00 UNITS
Prerequisite: English 101.

ENGLISH 109 3.00 UNITS
Prerequisite: English 101.

ENGLISH 110 3.00 UNITS
Prerequisite: English 101.

ENGLISH 111 3.00 UNITS
Prerequisite: English 101.

ENGLISH 112 3.00 UNITS
Prerequisite: English 101.

ENGLISH 113 3.00 UNITS
Prerequisite: English 101.

ENGLISH 114 3.00 UNITS
Prerequisite: English 101.

ENGLISH 115 3.00 UNITS
Prerequisite: English 101.

ENGLISH 116 3.00 UNITS
Prerequisite: English 101.

ENGLISH 117 3.00 UNITS
Prerequisite: English 101.

ENGLISH 118 3.00 UNITS
Prerequisite: English 101.

ENGLISH 119 3.00 UNITS
Prerequisite: English 101.

ENGLISH 120 3.00 UNITS
Prerequisite: English 101.

ENGLISH 121 3.00 UNITS
Prerequisite: English 101.

ENGLISH 122 3.00 UNITS
Prerequisite: English 101.

ENGLISH 123 3.00 UNITS
Prerequisite: English 101.

ENGLISH 124 3.00 UNITS
Prerequisite: English 101.

ENGLISH 125 3.00 UNITS
Prerequisite: English 101.

ENGLISH 126 3.00 UNITS
Prerequisite: English 101.

ENGLISH 127 3.00 UNITS
Prerequisite: English 101.

ENGLISH 128 3.00 UNITS
Prerequisite: English 101.

ENGLISH 129 3.00 UNITS
Prerequisite: English 101.

ENGLISH 130 3.00 UNITS
Prerequisite: English 101.

ENGLISH 131 3.00 UNITS
Prerequisite: English 101.

ENGLISH 132 3.00 UNITS
Prerequisite: English 101.

ENGLISH 133 3.00 UNITS
Prerequisite: English 101.

ENGLISH 134 3.00 UNITS
Prerequisite: English 101.

ENGLISH 135 3.00 UNITS
Prerequisite: English 101.

ENGLISH 136 3.00 UNITS
Prerequisite: English 101.

ENGLISH 137 3.00 UNITS
Prerequisite: English 101.

ENGLISH 138 3.00 UNITS
Prerequisite: English 101.

ENGLISH 139 3.00 UNITS
Prerequisite: English 101.
ENGLISH AS A SECOND LANGUAGE

Chair: Jan Gangel-Vasquez, TE-515, (213) 763-3929

English as a Second Language Course Sequence

Trade-Tech offers a complete English as a Second Language package, all the way from ESL 1, for complete beginners, to ESL 8, which leads into English 101.

English learners can improve their skills in writing and grammar (the ESL "A" classes), reading and vocabulary (the "B" classes), and listening and speaking (the "C" classes).

The units from core ESL classes above level 2 not only apply towards the community college degree, but also earn transfer credit.

ENGLISH AS A SECOND LANGUAGE 006A  6.00 UNITS
COLLEGE ENGLISH AS A SECOND LANGUAGE VI:WRITING AND GRAMMAR (CSU)
Prerequisite: ESL 5A with a grade of "C" or better.
1402 lec 8:35am - 11:40am TTh  K.C. KINYON  F 214

ENGLISH AS A SECOND LANGUAGE 008  6.00 UNITS
ADVANCED ESL COMPOSITION (CSU)
1403 lec 8:35am - 11:40am MW  K.C. KINYON  F 214

FASHION DESIGN

Chair: Carole Anderson, D-222, (213) 763-3642

FASHION DESIGN 111  4.00 UNITS
CLOTHING CONSTRUCTION (CSU)
7050 lec 7:00am - 7:40am MTWThF  F. DREBSKAYA  D 234
7051 lec 7:00am - 7:40am MTWThF  T.R. JACKSON  D 332
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

FASHION DESIGN 112  4.00 UNITS
BASIC FASHION ART AND DESIGN (CSU)
7052 lec 11:50am - 12:30pm MTWThF  M.B. COREAS  D 234
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

FASHION DESIGN 113  4.00 UNITS
ADVANCED CLOTHING CONSTRUCTION
Prerequisite: Fashion Design 111
7053 lec 7:00am - 7:40am MTWThF  F. DREBSKAYA  D 234
7054 lec 11:50am - 12:30pm MTWThF  N. GLASS VILLALOBOS  D 234
(9 Week Class - Starts 2/4/2013, Ends 3/30/2013)

FASHION DESIGN 114  2.00 UNITS
ADVANCED PATTERN MAKING & DESIGN (CSU)
Prerequisite: Fashion Design 111
7055 lec 7:00am - 7:40am MTWThF  F. DREBSKAYA  D 234
7056 lec 11:50am - 12:30pm MTWThF  H. KIM  D 234
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

FASHION DESIGN 115  3.00 UNITS
HISTORY OF COSTUME
7062 lec 9:00am - 10:45am MW  STAFF  D 236

FASHION DESIGN 116  4.00 UNITS
GRADING AND MARKER MAKING
Prerequisite: Fashion Design 111
7064 lec 7:00am - 7:40am MTWThF  F. DREBSKAYA  D 234
7065 lec 7:00am - 7:40am MTWThF  C.E. SAPOS  D 205
(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

FASHION DESIGN 117  4.00 UNITS
GRADING AND MARKER MAKING
Prerequisite: Fashion Design 111
7066 lec 7:00am - 7:40am MTWThF  C.E. SAPOS  D 205
7067 lec 11:50am - 12:30pm MTWThF  H. KIM  D 234
(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

FASHION DESIGN 118  4.00 UNITS
GRADING AND MARKER MAKING
Prerequisite: Fashion Design 111
7068 lec 7:00am - 7:40am MTWThF  C.E. SAPOS  D 205
7069 lec 11:50am - 12:30pm MTWThF  C.E. SAPOS  D 205
(8 Week Class - Starts 2/4/2013, Ends 3/30/2013)

ENVIRONMENTAL DESIGN

Chair: William Elarton, B-122, (213) 763-3701

ENVIRONMENTAL DESIGN 101  3.00 UNITS
FOUNDATIONS OF DESIGN I (UC:CSU)
Evening classes
8005 lec 7:00pm - 7:30pm  TTh  M. OLIVA  D 303
8006 lec 7:30pm - 9:35pm  TTh  M. OLIVA  D 303

ENGLISH AS A SECOND LANGUAGE

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<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Time/Location</th>
<th>Instructor(s)</th>
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<tr>
<td>FASH125</td>
<td>TEXTILES, FIBERS AND FABRICS, PROPERTIES AND MANUFACTURING (CSU)</td>
<td>3.00</td>
<td>12:00pm - 1:45pm TTh</td>
<td>D.M. THORNTON</td>
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<tr>
<td>FASH130</td>
<td>DRAPE &amp; DESIGN (CSU)</td>
<td>4.00</td>
<td>7:00am - 7:40am TTh</td>
<td>C.R. WATANABE</td>
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<td>&amp; lab 7:40am - 11:10am TTh</td>
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<td>FASH132</td>
<td>ADVANCED PATTERNS AND DESIGN (CSU)</td>
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<td>7:00am - 7:40am TTh</td>
<td>T.R. JACKSON</td>
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<td>A.D. LEE</td>
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<td>&amp; lab 10:00am - 1:15pm TTh</td>
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<td>(9 Week Class - Starts 4/8/2013, Ends 6/3/2013)</td>
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<td>FASH142</td>
<td>MANUFACTURING PRODUCTION (CSU)</td>
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<td>7:40am - 11:10am TTH</td>
<td>T.R. JACKSON</td>
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<td>&amp; lab 12:30pm - 4:00pm TTH</td>
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<tr>
<td>FASH147</td>
<td>FASHION SHOW PRODUCTION</td>
<td>2.00</td>
<td>12:00pm - 1:45pm TTh</td>
<td>T.R. JACKSON</td>
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<td>&amp; lab 1:00 hrs/wk TBA</td>
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<td>FASH148</td>
<td>ACTIVWEAR DESIGN</td>
<td>2.00</td>
<td>8:35am - 11:10am TTh</td>
<td>L.A. MELIN</td>
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<td>&amp; lab 10:00am - 1:15pm TTh</td>
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<td>FASH122</td>
<td>SAMPLE MAKING AND DESIGN I</td>
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<td>8:35am - 10:00am F</td>
<td>F. DREBSKAYA</td>
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<td>FASH123</td>
<td>SAMPLE MAKING AND DESIGN II</td>
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<td>8:35am - 10:00am F</td>
<td>F. DREBSKAYA</td>
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<td>FASH225</td>
<td>PATTERN MAKING AND DESIGN I</td>
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<td>8:35am - 10:00am F</td>
<td>D.J. FORAL</td>
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<td>FASH226</td>
<td>PATTERN MAKING AND DESIGN II</td>
<td>2.00</td>
<td>8:35am - 10:00am F</td>
<td>W. STAFFORD</td>
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<td>PATTERN MAKING AND DESIGN III</td>
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<td>L.A. MELIN</td>
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<td>FASH228</td>
<td>PATTERN GRADING AND DESIGN I</td>
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<td>N. GLASS VILLALOBOS</td>
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<td>FASH230</td>
<td>CONTEMPORARY GARMENT CONSTRUCTION TECHNIQUES (RPT 2)</td>
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<td>8:35am - 10:00am F</td>
<td>A.D. LEE</td>
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<td>FASH231</td>
<td>CONTEMPORARY PATTERN MAKING TECHNIQUES (RPT 2)</td>
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<td>A.D. LEE</td>
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<td>FASHION SKETCHING AND DESIGN I</td>
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<td>C.R. WATANABE</td>
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<td>GOWN DRAPING AND DESIGN I</td>
<td>2.00</td>
<td>8:35am - 10:00am F</td>
<td>D.J. CUNNIGAN</td>
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<td>Evening classes</td>
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<tr>
<td>FASH240</td>
<td>GOWN DRAPING AND DESIGN II</td>
<td>2.00</td>
<td>8:35am - 10:00am F</td>
<td>D.J. CUNNIGAN</td>
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<tr>
<td>FASH241</td>
<td>GOWN DRAPING AND DESIGN III</td>
<td>2.00</td>
<td>8:35am - 10:00am F</td>
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<td></td>
<td>Evening classes</td>
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<tr>
<td>FASH242</td>
<td>COMPUTER FASHION ART</td>
<td>2.00</td>
<td>8:35am - 10:00am F</td>
<td>L.L. ADAMS</td>
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<td>Evening classes</td>
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</table>
### Fashion Design

**Fashion Design 250**
BEGINNING COMPUTER APPAREL SYSTEMS
- 2.00 UNITS
- Evening classes
  - 4295 lab 6:00pm - 9:10pm TTh D.A. JOHNSON D 133

**Fashion Design 255**
COMPUTERIZED PRODUCT DESIGN
- 2.00 UNITS
- 7124 lab 8:35am - 3:05pm SAT STAFF D 133

**Fashion Design 256**
CAD APPAREL PRE-PRODUCTION TECHNIQUES
- 2.00 UNITS
- Evening classes
  - 4274 lab 6:00pm - 9:10pm MW C.E. SAPOS D 132

**Fashion Design 258**
COMPUTER-AIDED PATTERN SYSTEMS (RPT 1)
- Prerequisites: FASHDSN 120 or 225.
- 7128 lab 8:35am - 3:05pm SAT C. ALCALA D 132

**Fashion Design 259**
APPAREL COMPUTER SYSTEMS ANALYSIS (CSU)
- 7140 lec 11:45am - 12:55pm MW C.E. SAPOS D 133
- lab 12:55pm - 3:10pm MW C.E. SAPOS D 133
- (9 Week Class - Starts 4/8/2013, Ends 6/3/2013)

**Fashion Design 270**
ILLUSTRATOR FOR FASHION DESIGN
- Evening classes
  - 4273 lab 6:00pm - 9:10pm TTh STAFF D 203

**Fashion Design 941**
COOPERATIVE EDUCATION - FASHION DESIGN (RPT 3)
- See page 78 for meeting days and times.
  - 9092 lec 4:25 hrs/wk TBA N. GLASS VILLALOBOS D 232

### Fashion Merchandising

**Fashion Merchandising 010**
RETAIL MERCHANDISING (CSU)
- 3.00 UNITS
  - 7161 lec 8:30am - 10:15am MW D.R. MURPHY D 300

**Fashion Merchandising 020**
APPELLARE PRODUCT DEVELOPMENT (CSU)
- 3.00 UNITS
  - 7167 lec 12:30pm - 2:00pm MF D.R. MURPHY D 300
  - & lab 2:00pm - 2:50pm MF D.R. MURPHY D 300

**Fashion Merchandising 027**
ADVANCED RETAIL MERCHANDISING (CSU)
- 3.00 UNITS
  - Prerequisite: Fashmer 10
  - 7162 lec 12:30pm - 2:00pm TTh D.R. MURPHY D 300
  - & lec 2:00pm - 2:50pm TTh D.R. MURPHY D 300

**Fashion Merchandising 035**
FASHION PROMOTION (CSU)
- 3.00 UNITS
  - 7164 lec 10:30am - 12:15pm MW D.R. MURPHY D 300

**Fashion Merchandising 040**
MODERN MERCHANDISING MATH (CSU)
- 3.00 UNITS
  - 7165 lec 8:30am - 10:15am TTh H. CHERNER K 304

**Fashion Merchandising 050**
INTERNATIONAL FASHION BUSINESS
- 3.00 UNITS
  - 7166 lec 10:30am - 12:15pm TTh D.R. MURPHY D 300

**Fashion Merchandising 941**
COOPERATIVE EDUCATION - FASHION MERCHANDISING (RPT 3)
- See page 78 for meeting days and times.
  - 9086 lec 4:25 hrs/wk TBA N. GLASS VILLALOBOS D 232

### French

Chair: John Glavan, TE-520, (213) 763-3931

**French 001**
ELEMENTARY FRENCH I (UC:CSU)
- 5.00 UNITS
  - 1425 lec 10:10am - 12:40pm TTh N.E. TAMER F 223

**French 002**
ELEMENTARY FRENCH II (UC:CSU)
- 5.00 UNITS
  - 1426 lec 12:50pm - 3:20pm TTh N.E. TAMER F 223

### Geography

Chair: Ricky Wong, K-405, (213) 763-7295

**Geography 001**
PHYSICAL GEOGRAPHY (UC:CSU)
- 3.00 UNITS
  - 4079 lec 6:00pm - 9:10pm W R. ORTEGA TE 306
  - 4080 lec 6:00pm - 9:10pm M D.M. LANDAU TE 306

### Graphic Design

See classes under Visual Communications on page 72.

### Health

Chair: Joseph Ratcliff, J-202a, (213) 763-3730

**Health 002**
HEALTH AND FITNESS (UC:CSU)
- 3.00 UNITS
  - 3806 lec 6:00pm - 8:00pm M D.R. LAGOS F 216
  - & lab 6:00pm - 8:00pm W D.R. LAGOS F 216

**Health 006**
NUTRITION FOR HEALTHFUL LIVING AND FITNESS ACTIVITIES (UC:CSU)
- 3.00 UNITS

**Health 008**
WOMEN'S PERSONAL HEALTH (UC:CSU)
- 3.00 UNITS

**Health 011**
PRINCIPLES OF HEALTHFUL LIVING (UC:CSU)
- 3.00 UNITS
## HUMANITIES

Chair: John Glavan, LA-520, (213) 763-3931

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Class Schedule</th>
<th>Location</th>
<th>Instructor</th>
</tr>
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<tr>
<td>HUM 001</td>
<td>CULTURAL PATTERNS OF WESTERN CIVILIZATION (UC:CSU)</td>
<td>3.00</td>
<td>1427 lec 2:40pm - 5:50pm</td>
<td>TE 206</td>
<td>C.D. PARKER</td>
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<td>HUM 002</td>
<td>STUDIES IN SELECTED CULTURES (UC:CSU) (RPT 1)</td>
<td>3.00</td>
<td>1431 lec 10:10am - 11:35am</td>
<td>MH 308</td>
<td>A.E. ARMSTRONG</td>
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## LABOR STUDIES

Chair: John McDowell, LA-117, (213) 763-7129

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
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<th>Location</th>
<th>Instructor</th>
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<tr>
<td>LAB 002</td>
<td>COLLECTIVE BARGAINING (CSU)</td>
<td>3.00</td>
<td>3251 lec 6:00pm - 9:10pm</td>
<td>UFCW 1428</td>
<td>J.F. WALKER</td>
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<tr>
<td>LAB 004</td>
<td>LABOR IN AMERICA (CSU)</td>
<td>3.00</td>
<td>0430 lec 10:10am - 11:35am</td>
<td>TE 111</td>
<td>L. SIEGEL</td>
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<td>LAB 005</td>
<td>GRIEVANCE AND ARBITRATION PROCEDURES (CSU) (RPT 1)</td>
<td>3.00</td>
<td>0445 lec 8:30am - 5:20pm</td>
<td>TE 221</td>
<td>S. T. ZIGMAN</td>
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## LABOR STUDIES 010

<table>
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<th>Instructor</th>
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<tbody>
<tr>
<td>LAB 010</td>
<td>GENDER AND RACE ISSUES IN THE WORKPLACE (CSU)</td>
<td>3.00</td>
<td>3250 lec 6:00pm - 9:10pm</td>
<td>UFCW 324</td>
<td>M.A. HART</td>
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## LABOR STUDIES 011

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<th>Course Code</th>
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<th>Instructor</th>
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<tr>
<td>LAB 011</td>
<td>LABOR IN THE PUBLIC SECTOR (CSU)</td>
<td>3.00</td>
<td>7862 lec 3:10 hrs/wk</td>
<td>ON LINE</td>
<td>R.F. HUNT</td>
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<tr>
<td>LAB 012</td>
<td>BUILDING STRONG UNIONS (CSU)</td>
<td>3.00</td>
<td>7860 lec 3:10 hrs/wk</td>
<td>ON LINE</td>
<td>J.W. WALKER</td>
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## LABOR STUDIES 013

<table>
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<tr>
<th>Course Code</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>LAB 013</td>
<td>UNION LEADERSHIP (CSU) (RPT 1)</td>
<td>3.00</td>
<td>3252 lec 6:00pm - 9:10pm</td>
<td>SEIU 721</td>
<td>J.L. KLIPPLE</td>
</tr>
</tbody>
</table>
### SCHEDULE OF CLASSES 2013 C

**LABOR STUDIES 020**  
3.00 UNITS  
WORKERS’ RIGHTS (CSU) (RPT 1)  
Evening classes  
3256 lec 6:00pm - 9:10pm Th J.G. VARGA LA CFL  
- Los Angeles County Federation of Labor, 2130 West. James M. Wood Blvd., Los Angeles, CA 90026. Contact Labor Center, (213) 763-7129

**LABOR STUDIES 021**  
3.00 UNITS  
THE WORKING CLASS AND CINEMA (UC-CSU)  
7861 lec 3:10 hrs/wk TBA G. MAFFEI ON LINE  
Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

**LABOR STUDIES 101**  
1.00 UNIT  
INTRODUCTION TO UNIONS (CSU) (RPT 2)  
0437 lec 2:20pm - 5:35pm W L. SIEGEL TE 111  
(5 Week Class - Starts 2/4/2013, Ends 3/21/2013)

**LABOR STUDIES 102**  
1.00 UNIT  
CONTRACT NEGOTIATIONS SKILLS (CSU) (RPT 3)  
0444 lec 8:30am - 5:20pm SATSUN M.D. HATCHER TE 221  
(1 Week Class - Starts 2/4/2013, Ends 2/10/2013)

**LABOR STUDIES 104**  
1.00 UNIT  
CURRENT ISSUES FOR LABOR (CSU) (RPT 3)  
0442 lec 8:30am - 5:20pm SAT STAFF TE 221  
(2 Week Class - Starts 2/5/2013, Ends 2/9/2013)

**LABOR STUDIES 105**  
1.00 UNIT  
GRIEVANCE HANDLING SKILLS (CSU) (RPT 3)  
0440 lec 8:30am - 5:20pm SATSUN L.M. ZIGMAN TE 221  
(1 Week Class - Starts 2/9/2013, Ends 2/10/2013)

**LABOR STUDIES 109**  
1.00 UNIT  
UNION BUILDING STRATEGIES (CSU) (RPT 1)  
0439 lec 9:00am - 3:05pm SAT M.M. CHEN LA CFL  
(8 Week Class - Starts 2/9/2013, Ends 4/13/2013)

**LABOR STUDIES 110**  
1.00 UNIT  
UNION LEADERSHIP SKILLS (CSU) (RPT 1)  
0435 lec 8:30am - 5:20pm SATSUN G. MAFFEI RANC ELM  
(2 Week Class - Starts 2/22/2013, Ends 3/13/2013)

**LABOR STUDIES 111**  
1.00 UNIT  
WORKER’S LEGAL RIGHTS (CSU) (RPT 3)  
0441 lec 8:30am - 5:20pm SAT J.L. PALLER TE 221  
(2 Week Class - Starts 2/22/2013, Ends 3/13/2013)

**LABOR STUDIES 112**  
1.00 UNIT  
FRAMING THE MESSAGE FOR LABOR (CSU) (RPT 3)  
0443 lec 8:30am - 5:20pm SAT C.M. O’CONNOR TE 221  
(2 Week Class - Starts 4/6/2013, Ends 4/13/2013)

### LAW

**LAW 018**  
3.00 UNITS  
MARRIAGE AND FAMILY LAW (CSU) (RPT 1)  
0144 lec 8:00am - 11:10am F G.D. SONNIER K 258

**LAW 038**  
3.00 UNITS  
CRIMINAL LAW & PROCEDURE

### LEARNING SKILLS

**LEARNING SKILLS 001A**  
1.00 UNIT  
READING (NDA) (RPT 3)  
1280 lab 8:00am - 9:30am MW STAFF C 102  
1281 lab 11:00am - 12:30pm MW M.C. ARMSTRONG C 102  
8759 lab 1:15pm - 2:30pm MTWTH STAFF D 204  
(8 Week Class - Starts 4/9/2013, Ends 5/23/2013)

**LEARNING SKILLS 001B**  
1.00 UNIT  
READING (NDA) (RPT 3)  
1283 lab 10:00am - 11:35am TTh STAFF C 102

**LEARNING SKILLS 002A**  
1.00 UNIT  
ENGLISH FUNDAMENTALS (NDA) (RPT 3)  
0361 lab 12:00pm - 1:25pm TTh M.C. ARMSTRONG C 102  
0362 lab 10:45am - 12:15pm MW STAFF C 102

**LEARNING SKILLS 002B**  
1.00 UNIT  
ENGLISH FUNDAMENTALS (NDA) (RPT 3)  
0364 lab 8:00am - 9:30am TTh STAFF C 102  
0366 lab 12:00pm - 1:30pm MW STAFF C 102

**LEARNING SKILLS 003A**  
1.00 UNIT  
 VOCABULARY DEVELOPMENT (NDA) (RPT 3)  
1287 lec 8:30am - 5:20pm MW M.C. ARMSTRONG D 200  
(8 Week Class - Starts 4/24/2013, Ends 5/27/2013)

**LEARNING SKILLS 004**  
1.00 UNIT  
THE MECHANICS OF SPELLING (NDA) (RPT 3)  
0367 lec 8:30am - 5:20pm TTh M.C. ARMSTRONG D 200  
(7 Week Class - Starts 4/2/2013, Ends 4/26/2013)

**LEARNING SKILLS 009A**  
1.00 UNIT  
MATHEMATICS FUNDAMENTALS (NDA) (RPT 3)  
0350 lec 11:40am - 12:45pm TTh M.C. ARMSTRONG D 200  
(7 Week Class - Starts 2/5/2013, Ends 3/2/2013)

**LEARNING SKILLS 010A**  
1.00 UNIT  
MATHEMATICS FUNDAMENTALS (NDA) (RPT 3)  
0351 lec 2:30pm - 3:35pm MW C.P. ANKETELL C 102  
0390 lec 8:30am - 10:45am TTh M.C. ARMSTRONG C 102  
(7 Week Class - Starts 4/2/2013, Ends 4/26/2013)
SPRING 2013 CLASSES

0391 lab 2:30pm - 4:45pm TTh M.C. ARMSTRONG C 102
(6 Week Class - Starts 2/4/2013, Ends 3/12/2013)
0392 lab 8:30am - 10:45am MW M.C. ARMSTRONG C 102
(7 Week Class - Starts 4/10/2013, Ends 5/22/2013)
0393 lab 2:30pm - 4:45pm MW M.C. ARMSTRONG C 102
(7 Week Class - Starts 4/10/2013, Ends 5/24/2013)

LEARNING SKILLS 010C 1.00 UNIT

MATHEMATICS FUNDAMENTALS (NDA) (RPT 3)
0369 lab 8:30am - 10:45am TTh M.C. ARMSTRONG C 102
(6 Week Class - Starts 4/11/2013, Ends 5/22/2013)
0370 lab 2:30pm - 4:45pm TTh M.C. ARMSTRONG C 102
(6 Week Class - Starts 4/11/2013, Ends 5/22/2013)

Evening classes
0368 lab 4:45pm - 5:50pm TTh STAFF C 102
LEARNING SKILLS 023 1.00 UNIT

LEARNING SKILLS FOR CAREER DEVELOPMENT   (RPT 3)
0371 lab 12:00pm - 2:45pm TTh C.P. ANKETELL C 102
(8 Week Class - Starts 3/25/2013, Ends 5/24/2013)

LEARNING SKILLS 062 1.00 UNIT

GED PREPARATION: LITERATURE AND THE ARTS (NDA)  (RPT 2)
0375 lab 2:30pm - 4:00pm TTh STAFF D 200
LEARNING SKILLS 063 1.00 UNIT

GED PREPARATION: WRITING SKILLS (NDA)  (RPT 2)
0377 lab 9:00am - 12:10pm F STAFF C 102
LEARNING SKILLS 066 1.00 UNIT

GED PREPARATION: SOCIAL STUDIES (NDA) (RPT 2)
0378 lab 12:00pm - 3:00pm F STAFF C 102

LIBRARY SCIENCE

Chair: Lisa Nitsch, L-255, (213) 763-3960
LIBRARY SCIENCE 101 1.00 UNIT
LIBRARY RESEARCH METHODS (CSU)
0952 lec 10:10am - 11:15am M J.C. SAMUEL K 210

LIBRARY SCIENCE - CNC

Chair: William Elarton, B-122, (213) 763-3701
MACHINE SHOP - CNC 121 2.00 UNITS
PRINCIPLES OF MACHINE TOOLS II (CSU)
0615 lec 7:00am - 8:25am Th P.A. RAUTERKUS F 164C
& lec 7:00am - 8:25am T P.A. RAUTERKUS F 164C
MACHINE SHOP - CNC 122A 3.00 UNITS
TECHNOLOGY AND APPLICATION OF MACHINING IIA (CSU)
0616 lab 7:00am - 10:10am MWF P.A. RAUTERKUS F 164
MACHINE SHOP - CNC 122B 1.00 UNIT
TECHNOLOGY AND APPLICATION OF MACHINING IIIB
0617 lab 8:35am - 10:00am TTh P.A. RAUTERKUS F 151A
MACHINE SHOP - CNC 124 3.00 UNITS
PRINT INTERPRETATION AND INSPECTION (BLUEPRINT II) (CSU)
0618 lec 10:10am - 11:35am TTh P.A. RAUTERKUS F 164
MACHINE SHOP - CNC 125 3.00 UNITS
INTERMEDIATE APPLIED MATHEMATICAL CALCULATIONS (CSU)
0619 lec 10:10am - 11:35am MW P.A. RAUTERKUS F 164
MACHINE SHOP - CNC 141 2.00 UNITS
PRINCIPLES OF MACHINE TOOLS (CNC) IV (CSU)
0623 lec 8:35am - 10:00am T S.T. SHIBUYA F 166E
& lab 8:35am - 10:00am Th S.T. SHIBUYA F 166

MACHINE SHOP - CNC 142A 3.00 UNITS
TECHNOLOGY AND APPLICATION OF MACHINING IV A
0624 lab 7:00am - 10:10am TTh S.T. SHIBUYA F 166
MACHINE SHOP - CNC 142B 1.00 UNIT
TECHNOLOGY AND APPLICATION OF MACHINING IV B
0625 lec 7:00am - 8:25am TTh S.T. SHIBUYA F 151A
MACHINE SHOP - CNC 161A 3.00 UNITS
COMPUTER ASSISTED MACHINE PROGRAMMING (CAM) IA (CSU)
0626 lec 10:10am - 11:35am TTh S.T. SHIBUYA F 151A
MACHINE SHOP - CNC 161B 3.00 UNITS
COMPUTER ASSISTED MACHINE PROGRAMMING (CAM) IB
0627 lab 10:10am - 11:35am MW S.T. SHIBUYA F 151A

MANAGEMENT

Chair: Paulette Bailey, K-225, (213) 763-7269
MANAGEMENT 002 3.00 UNITS
ORGANIZATION AND MANAGEMENT THEORY (CSU)
0141 lec 6:00pm - 9:10pm Th A.U. MCINTOSH K 210
MANAGEMENT 013 3.00 Units
SMALL BUSINESS ENTREPRENEURSHIP (CSU)
0142 lec 7:35am - 9:00am TTh A.U. MCINTOSH K 322

MARKETING

Chair: Paulette Bailey, K-225, (213) 763-7269
MARKETING 001 3.00 UNITS
PRINCIPLES OF SELLING (CSU)
0189 lec 11:45am - 1:10pm TTh A.U. MCINTOSH K 304
MARKETING 011 3.00 UNITS
FUNDAMENTALS OF ADVERTISING (CSU)
0140 lec 10:10am - 11:35am MW A.U. MCINTOSH K 322

MATHEMATICS

Chair: Margaret Murphy, TE506 (213) 763-7320
MATHEMATICS 105 3.00 UNITS
ARITHMETIC (NDA)
Prerequisite: Math 101.
1905 lec 8:35am - 10:00am MW H. LIU TE 412
1906 lec 1:10pm - 2:35pm MW R. KUMADA TE 408
1909 lec 8:35am - 10:00am TTh M. TOWHIDLOW TE 408
1911 lec 11:45am - 1:10pm TTh C. LOOP TE 310
1912 lec 10:10am - 11:35am MW L.F. AVILA TE 415
1913 lec 10:10am - 11:35am TTh H. LIU TE 412
1915 lec 11:45am - 1:10pm MW STAFF TE 310

Evening classes
4151 lec 6:00pm - 9:10pm T R.S. SHERER TE 408
4152 lec 6:00pm - 9:10pm M O.L. BARROW TE 308
4154 lec 6:00pm - 9:10pm W G.N. DAGHER TE 410
SCHEDULE OF CLASSES

MATHEMATICS 112 3.00 UNITS
PRE-ALGEBRA (NDA)
Prerequisite: MATH 105.
lec 1920 7:00am - 8:25am TTh R. KUMADA TE 408
lec 1922 8:35am - 10:00am MW C.K. CHEN TE 408
lec 1924 10:10am - 11:35am MW H. LIU TE 412
lec 1926 10:10am - 11:35am TTh M. TOWHIDLOW TE 408
lec 1927 11:45am - 1:10pm MW V. ZINENBERG TE 410
lec 1928 8:35am - 10:00am TTh H. LIU TE 412
lec 1929 11:45am - 1:10pm TTh M.A. CHAMMAS TE 408
lec 7917 3:15 hrs/wk TBA T.S. MEFTAGH ON LINE

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

Course Sequence in Mathematics

MATHEMATICS 113 3.00 UNITS
ELEMENTARY ALGEBRA A
Prerequisite: MATH 112.
lec 1932 10:10am - 11:35am TTh C. LOOP TE 410
lec 1933 8:35am - 10:00am MW N. SIMPSON-RODGERS TE 306

Evening classes
lec 4170 6:00pm - 9:10pm Th M.M. NAKANO TE 415

MATHEMATICS 114 3.00 UNITS
ELEMENTARY ALGEBRA B
Prerequisite: Math 113.
lec 1936 10:10am - 11:35am MW N. SIMPSON-RODGERS TE 306
lec 1937 10:10am - 11:35am TTh P. MAHETA-WELLS TE 415

Evening classes
lec 4176 6:00pm - 9:10pm T B.A. PAIGE TE 412

MATHEMATICS 115 5.00 UNITS
ELEMENTARY ALGEBRA
Prerequisite: MATH 112.
lec 1940 7:00am - 8:10am MTWTh S. KUNARAK TE 413
lec 1942 8:35am - 9:45am MTWTh M.M. MURPHY TE 310
lec 1945 10:10am - 11:20am MTWTh A.A. BAKMAN TE 413

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

Math 115 is also offered through Instructional Television (ITV) Program. For registration and orientation, see page 80.

MATHEMATICS 225 3.00 UNITS
INTRODUCTORY STATISTICS (UC:CSU)
Prerequisite: MATH 125.
lec 4210 6:00pm - 9:10pm T P.A. PETER TE 410
lec 4211 6:00pm - 9:10pm Th P.A. KARASIK TE 410

MATHEMATICS 227 4.00 UNITS
STATISTICS (UC:CSU)
Prerequisite: MATH 125.
lec 1978 11:30am - 1:40pm MW S. KUNARAK TE 413
lec 1979 10:10am - 12:20pm TTh L.F. AVILA TE 415
lec 7922 4:20 hrs/wk TBA A.A. BAKMAN ON LINE

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

Math 227 is also offered through Instructional Television (ITV) Program. For registration and orientation, see page 80.

MATHEMATICS 236 5.00 UNITS
CALCULUS FOR BUSINESS AND SOCIAL SCIENCE (UC:CSU)
Prerequisite: MATH 125.
lec 1981 7:00am - 8:25am MW M.M. MURPHY TE 310

MATHEMATICS 240 3.00 UNITS
TRIGONOMETRY (CSU)
Prerequisites: MATH 121 and 125.
lec 1982 7:00am - 8:25am MW M.M. MURPHY TE 310

MATHEMATICS 245 3.00 UNITS
COLLEGE ALGEBRA (UC:CSU)
Prerequisite: Math 125.
lec 1985 10:10am - 11:35am TTh M.M. NAKANO TE 312

Evening classes
lec 7921 5:30 hrs/wk TBA T.S. MEFTAGH ON LINE

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

Math 245 is also offered through Instructional Television (ITV) Program. For registration and orientation, see page 80.

Los Angeles Trade-Technical College
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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**Microbiology Courses**

- **Chair:** Ricky Wong, K-405, (213) 763-7295
- **Introductory Microbiology (UC:CSU)**
  - Prerequisites: BIOLOGY 3 or 6 or 36 and CHEM 51 or 101 with a grade of 'C' or better
  - 1645 lec 7:30am - 9:00am MW R.K. WONG K 408
  - & lab 9:00am - 12:05pm MW R.K. WONG K 408
- **Microbiology 200**
  - 4.00 units
  - 1648 lec 8:30am - 10:40am T M.C. PANTASTICO CALDAS K 408
  - & lab 10:40am - 12:50pm MW R.K. WONG K 408
- **Microcomputer Technician 077**
  - 3.00 units
  - 0521 lec 7:00am - 9:05am T R.W. CAMPBELL K 302
  - & lab 9:25am - 12:35pm T R.W. CAMPBELL K 302
- **Microcomputer Technician 078**
  - 3.00 units
  - 0524 lec 7:00am - 9:05am F R.W. CAMPBELL K 302
  - & lab 9:25am - 12:35pm F R.W. CAMPBELL K 302
- **Microcomputer Technician 079**
  - 3.00 units
  - 0527 lec 7:00am - 9:05am W R.W. CAMPBELL K 307
  - & lab 9:30am - 12:40pm W R.W. CAMPBELL K 307
- **Microcomputer Technician 080**
  - 3.00 units
  - 0529 lec 7:00am - 9:05am W R.W. CAMPBELL K 307
  - & lab 9:30am - 12:40pm W R.W. CAMPBELL K 307
- **Microcomputer Technician 160**
  - 2.00 units
  - 0531 lec 7:00am - 9:00am W E.L. CHAVEZ K 301
  - & lab 9:10am - 11:25am W E.L. CHAVEZ K 301
- **Microcomputer Technician 162**
  - 4.00 units
  - 0533 lec 7:00am - 12:20pm M E.L. CHAVEZ K 301
  - & lab 11:30am - 2:35pm M E.L. CHAVEZ K 301
- **Microcomputer Technician 164**
  - 5.00 units
  - 0535 lec 10:10am - 1:20pm M E.L. CHAVEZ K 301
  - & lab 9:00am - 12:10pm M E.L. CHAVEZ K 301
- **Microcomputer Technician 165**
  - 3.00 units
  - 0537 lec 7:00am - 9:00am W S. ABDULMALEK K 302
  - & lab 9:00am - 11:10am W S. ABDULMALEK K 302

**Motorcycle Repair Mechanic Courses**

- **Chair:** Jess Guerra, F-106A, (213) 763-3901
- **Internal Combustion Engine Theory and Repair**
  - 4.00 units
  - 7496 lec 7:30am - 8:30am SAT R.R. PRICE F 124
  - & lab 8:30am - 10:15am SAT R.R. PRICE F 124
- **Motorcycle Repair Mechanic 210**
  - 4.00 units
  - 4500 lec 6:30pm - 8:00pm SAT R.R. PRICE F 124
  - & lab 6:30pm - 8:00pm SAT R.R. PRICE F 124
- **Motorcycle Repair Mechanic 211**
  - 4.00 units
  - 4501 lec 6:30pm - 8:00pm T M.E. ROBERTS E 212
  - & lab 6:30pm - 8:00pm T M.E. ROBERTS E 212
- **Motorcycle Repair Mechanic 212**
  - 4.00 units
  - 4502 lec 6:30pm - 8:00pm T R.W. CAMPBELL K 302
  - & lab 6:30pm - 8:00pm T R.W. CAMPBELL K 302
- **Multi-Cylinder Electrical Principles and Repair**
  - 4.00 units
  - 4503 lec 6:30pm - 8:00pm SAT R.R. PRICE F 124
  - & lab 6:30pm - 8:00pm SAT R.R. PRICE F 124
- **Motorcycle Repair Mechanic 213**
  - 4.00 units
  - 4504 lec 7:30pm - 9:00pm M R.W. CAMPBELL K 302
  - & lab 7:30pm - 9:00pm M R.W. CAMPBELL K 302
- **Multi-Cylinder Diagnosis and Overhaul**
  - 4.00 units
  - 4505 lec 7:30pm - 9:00pm T R.W. CAMPBELL K 302
  - & lab 7:30pm - 9:00pm T R.W. CAMPBELL K 302
### MUSIC

Chair: John Glavan, TE-520, (213) 763-3931

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### NURSING, REGISTERED

Chair: Rita Weingourt, MH-165, (213) 763-7170

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### PSYCHIATRIC-MENTAL HEALTH NURSING

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### REPRODUCTIVE NURSING AND WOMENS HEALTH

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### MEDICAL-SURGICAL NURSING I (CSU)

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### NURSING, REGISTERED 123

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### MEDICAL-SURGICAL NURSING II (CSU)

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### Spring 2013 Classes

#### Nursing, Registered

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<td>CARE OF CHILDREN AND FAMILY</td>
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#### Nursing, Registered Leadership & Management

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<td>NURSING LEADERSHIP &amp; MANAGEMENT</td>
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#### Nursing Simulation Lab

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#### Office Machines

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<td>OFFICE MACHINES</td>
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#### Paralegal

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#### Personal Development

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#### Philosophy

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#### Physical Education

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#### Office Machines

| Chair: Paulette Bailey, K-225, (213) 763-7269 |

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#### Paralegal

| Chair: Paulette Bailey, K-225, (213) 763-7269 |

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#### Personal Development

| Chair: Maurice Burnett, ST-416, (213) 763-7358 |

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Philosophy 1 is also offered through Instructional Television (IV) Program. For registration and orientation, see page 80.
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**PHYSICS**

**Chair: Ricky Wong, K-405, (213) 763-7295**

**PHYSICS 001**

**MECHANICS OF SOLIDS (UC:CSU)**

Prerequisite: Physics 11 & 12 and concurrent Math 265.

1739 lec 12:10pm - 1:40pm T R.J. POWERS K 420

& lec 10:10am - 11:45am Th R.J. POWERS K 420

& lab 12:00pm - 3:10pm Th R. DE K 422

**PHYSICS 002**

**MECHANICS OF FLUIDS, HEAT, AND SOUND (UC:CSU)**

Recommended Preparation: Physics 1 & Math 266 with a grade of "C" or better.

1740 lec 10:10am - 11:35am TF R.J. POWERS K 420

& lab 12:10pm - 3:20pm F R.J. POWERS K 420

**PHYSICS 004**

**OPTICS AND MODERN PHYSICS (UC:CSU)**

Recommended Preparation: Physics 3 with a grade of "C" or better and core-enrollment in Math 267.

1744 lec 1:30pm - 4:40pm M A. MORENO MH 308

& lec 1:30pm - 4:40pm Th M. A. MORENO K 420

**PHYSICS 007**

**GENERAL PHYSICS II (UC:CSU)**

Recommended Preparation: Physics 6 with a grade of "C" or better.

Evening classes

4088 lec 6:30pm - 9:40pm M A. MORENO U SC

& lab 12:40pm - 3:50pm F A. MORENO K 422

**PHYSICS 011**

**INTRODUCTORY PHYSICS (UC:CSU)**

Prerequisite or corequisite Math 114 or 115 with a grade of "C" or better.

1745 lec 7:00am - 10:10am T C.B. VAZQUEZ K 422

& lab 7:00am - 10:10am Th R.F. WHITING K 420

1759 lec 7:00am - 10:10am F J.M. PADILLA K 422

& lab 10:10am - 12:10pm F J.M. PADILLA K 422

**PHYSICS 012**

**PHYSICS FUNDAMENTALS (UC:CSU)**

Prerequisite: Math 114 or 115 with a grade of "C" or better.

1760 lec 7:00am - 10:10am F F.J. PADILLA K 420

Evening classes

4091 lec 6:30pm - 9:40pm T R. DE

& lab 6:00pm - 9:10pm Th R. DE K 422

4092 lec 6:30pm - 9:40pm T T.M. GOODMAN MH 308

& lab 6:30pm - 9:40pm Th T.M. GOODMAN K 420

**PHYSICS 029A**

**BASIC PHYSICS FOR TECHNICIANS**

1765 lec 8:35am - 10:00am MW F.J. PADILLA K 420

**PHYSICS 031**

**BACKFLOW PREVENTION DEVICES**

Evening classes

4744 lec 6:00pm - 6:45pm T M.A. BOUCHAT B 200B

& lec 6:45pm - 9:10pm T M.A. BOUCHAT B 200B

**PLUMBING 026**

**PLUMBING LAYOUT AND ESTIMATING I**

Evening classes

4746 lec 6:00pm - 9:10pm M L. JONES B 200B

**PLUMBING 031**

**BACKFLOW PREVENTION DEVICES**

Evening classes

4744 lec 6:00pm - 6:45pm T M.A. BOUCHAT B 200B

& lec 6:45pm - 9:10pm T M.A. BOUCHAT B 200B

**PLUMBING 111**

**INTRODUCTION TO PLUMBING**

Evening classes

8174 lec 7:00am - 7:30am Th W.M. GALVAN B 250

& lab 9:15am - 12:25pm Th W.M. GALVAN B 352
## PLUMBING

**PLUMBING 112** 3.00 UNITS
**FUNDAMENTALS OF PLUMBING**
- **8164** lec 7:40am - 9:05am TTh W.M. GALVAN B 352
  - Evening classes
- **4745** lec 6:00pm - 9:10pm M R.W. YATES B 250

**PLUMBING 113** 6.00 UNITS
**BASIC PLUMBING PRINCIPLES AND PRACTICES**
- **8165** lec 7:00am - 8:05am MWF W.M. GALVAN B 352
  & lab 8:05am - 11:05am MWF W.M. GALVAN B 252

**PLUMBING 121** 3.00 UNITS
**WORKING DRAWINGS AND LAYOUT I**
- **8166** lec 7:00am - 8:25am MW L. JONES B 222

**PLUMBING 122** 3.00 UNITS
**PLUMBING MATHEMATICS AND PROCEDURES II**
- **8167** lec 7:00am - 8:25am TTh L. JONES B 222

**PLUMBING 123** 6.00 UNITS
**PLUMBING PRACTICES AND INSTALLATION**
- **8168** lec 8:35am - 9:20am MW L. JONES B 222
  & lab 9:20am - 11:40am MW L. JONES B 200
  & lab 8:35am - 11:40am TTh L. JONES B 200
  & lab 7:00am - 10:35am F L. JONES B 200

**PLUMBING 141** 3.00 UNITS
**ADVANCE LAYOUT AND PROCEDURES**
- **8169** lec 7:00am - 8:25am MW C.R. DEAN B 200B

**PLUMBING 142** 3.00 UNITS
**SERVICING OF PLUMBING FIXTURES AND APPLIANCES**
- **8170** lec 8:35am - 9:20am MW C.R. DEAN B 200B
  & lab 9:20am - 11:45am MW C.R. DEAN B 200B

**PLUMBING 143** 3.00 UNITS
**PLUMBING CODE I**
- **8171** lec 7:00am - 7:45am TTh T.W. SLADE B 200B
  & lab 7:45am - 10:10am TTh T.W. SLADE B 200

**PLUMBING 144** 3.00 UNITS
**SPECIAL PURPOSES INSTALLATION**
- **8172** lec 10:20am - 11:45am TTh T.W. SLADE B 222
  & lab 7:00am - 10:10am F T.W. SLADE B 200

**PLUMBING 941** 4.00 UNITS
**COOPERATIVE EDUCATION - PLUMBING (RPT 3)**
- See page 78 for meeting days and times.
  - **9160** lec 4:25 hrs/wk TBA C.L. ANDERSON D 236

## PSYCHOLOGY

**PSYCHOLOGY 014** 3.00 UNITS
**ABNORMAL PSYCHOLOGY (UC:CSU)**
- **1045** lec 8:35am - 10:00am MW M.J. BENTLEY TE 213

**PSYCHOLOGY 008** 3.00 UNITS
**GENERAL PSYCHOLOGY I (UC:CSU)**
- **1041** lec 11:45am - 1:10pm MW M.J. BENTLEY TE 213
- **1042** lec 8:35am - 10:00am TTh M.J. BENTLEY TE 213
- **1043** lec 10:10am - 11:35am TTh M.J. BENTLEY TE 213
- **1044** lec 11:45am - 1:10pm TTh M.J. BENTLEY TE 213
- **7975** lec 3:10 hrs/wk TBA L.S. KORITZKE ON LINE

**PSYCHOLOGY 009** 3.00 UNITS
**GENERAL PSYCHOLOGY II (UC:CSU)**
- **1040** lec 10:10am - 11:35am MW L.S. KORITZKE TE 312
  & **lec 6:25am - 7:50am F G. ACERO TE 111**
  & **lec 6:25am - 7:50am F G. ACERO TE 111**

**PSYCHOLOGY 010** 3.00 UNITS
**INTRODUCTION TO PSYCHOLOGY**
- **1048** lec 6:00pm - 9:10pm M R.M. BABAJIDE K 242

## PROCESS PLANT TECHNOLOGY

**PROCESS PLANT TECHNOLOGY 102** 3.00 UNITS
**PROCESS MEASUREMENT AND CONTROL FUNDAMENTALS (CSU)**
- **1643** lec 6:25am - 7:50am W G. ACERO TE 111
  & **lec 6:25am - 7:50am F G. ACERO TE 111**

**PROCESS PLANT TECHNOLOGY 104** 3.00 UNITS
**INTRODUCTION TO PROCESS PLANT SAFETY**
- **1642** lec 11:40am - 1:10pm MW R.M. MASYUN MH 301

**PROCESS PLANT TECHNOLOGY 200** 3.00 UNITS
**PETROLEUM REFINING FUNDAMENTALS (CSU)**
- **1646** lec 11:20am - 2:30pm T C. SUTTON K 242

**PROCESS PLANT TECHNOLOGY 202** 3.00 UNITS
**INTRODUCTION TO PROCESS PLANT TROUBLESHOOTING**
- **1644** lec 10:30am - 1:40pm MW J. CHAPMAN K 242

**PROCESS PLANT TECHNOLOGY 204** 2.00 UNITS
**PTECH INSTRUMENTATION - COMPUTER APPLICATIONS**
- **1647** lec 11:30am - 1:35pm M J. CHAPMAN K 242

**POWER LINE MECH TRNE**

**POWER LINE MECH TRNE 601** 15.00 UNITS
**POWER LINE MECHANIC - TRAINEE (600 HOURS)**
- 8320 lec 7:00am - 8:10am MWF K.L. BUSHMAN POLE YARD
  & lab 8:10am - 9:20am MWF K.L. BUSHMAN POLE YARD
  & lab 9:20am - 2:20pm MWF K.L. BUSHMAN POLE YARD

**POWER LINE MECH TRNE 501**
**POWER LINE MECHANIC - TRAINEE (500 HOURS)**
- 5320 lec 7:00am - 8:10am MWF K.L. BUSHMAN POLE YARD
  & lab 8:10am - 9:20am MWF K.L. BUSHMAN POLE YARD
  & lab 9:20am - 2:20pm MWF K.L. BUSHMAN POLE YARD

**POWER LINE MECH TRNE 401**
**POWER LINE MECHANIC - TRAINEE (400 HOURS)**
- 4320 lec 7:00am - 8:10am MWF K.L. BUSHMAN POLE YARD
  & lab 8:10am - 9:20am MWF K.L. BUSHMAN POLE YARD
  & lab 9:20am - 2:20pm MWF K.L. BUSHMAN POLE YARD

## POLITICAL SCIENCE

**POLITICAL SCIENCE 001** 3.00 UNITS
**THE GOVERNMENT OF THE UNITED STATES (UC:CSU)**
- **1030** lec 10:10am - 11:35am MW G.J. PENN TE 408
- **1031** lec 11:45am - 1:10pm MW R. GARCIA TE 408
- **1032** lec 8:35am - 10:00am TTh J.P. TABAKIAN TE 306
- **1033** lec 10:10am - 11:35am TTh K.A. ARMOUR TE 315
- **1034** lec 11:45am - 1:10pm TTh R.P. HAGER TE 312
- **7972** lec 3:10 hrs/wk TBA P.Y. WANG ON LINE

**Political Science 1 is also offered through Instructional Television (ITV) Program. For registration and orientation, see page 50.**

**POLITICAL SCIENCE 007** 3.00 UNITS
**CONTEMPORARY WORLD AFFAIRS (UC:CSU)**
- **1035** lec 10:10am - 11:35am TTh J.P. TABAKIAN F 228

**Chair: Alicia Rodriguez-Estrada, TE-516, (213) 763-3938**

**Chair: William Elarton, B-122, (213) 763-3701**

**Chair: Ricky Wong, K-405, (213) 763-7295**

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.
### REAL ESTATE

**Chair:** Paulette Bailey, K-225, (213) 763-7269

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### REFRIGERATION & AIR CONDITIONING MECHANICS

**Chair:** William Elarton, B-122, (213) 763-3701

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<tr>
<td>4784</td>
<td>COMPRESSION SYSTEMS OF REFRIGERATION (CSU)</td>
<td>3.00</td>
<td>M.D. TAYLOR K 322</td>
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<tr>
<td>4783</td>
<td>HEATING AND AIR CONDITIONING II</td>
<td>3.00</td>
<td>M.D. TAYLOR K 322</td>
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<tr>
<td>4775</td>
<td>SOLAR WATER &amp; POOL HEATING SYSTEM PRINCIPLES</td>
<td>3.00</td>
<td>M.D. TAYLOR K 322</td>
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<td>4774</td>
<td>AIR CONDITIONING AND REFRIGERATION</td>
<td>4.00</td>
<td>M.R. NEEDHAM B 233</td>
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### PSYCHOLOGY

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<tr>
<td>4758</td>
<td>PSYCHOLOGY OF WOMEN (UC-CSU)</td>
<td>3.00</td>
<td>C.I. CIOFFI B 238</td>
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<tr>
<td>4757</td>
<td>LIFE-SPAN PSYCHOLOGY: FROM INFANCY TO OLD AGE (UC-CSU)</td>
<td>3.00</td>
<td>C.I. CIOFFI B 238</td>
</tr>
</tbody>
</table>

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Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.
REFRIGERATION & AIR CONDITIONING MECHANICS 204 3.00 UNITS
FUNCTIONS AND COMPRESSION SYSTEM COMPONENTS
Evening classes
4754 lec 6:00pm - 9:10pm Th G.E. ALLEN B 250

REFRIGERATION & AIR CONDITIONING MECHANICS 208 4.00 UNITS
REFRIGERANT MANAGEMENT - EPA SECTION 608 CERTIFICATION (CSU)
7866 lec 4:20 hrs/wk TBA G. CIOFFI ON LINE
Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

REFRIGERATION & AIR CONDITIONING MECHANICS 209 4.00 UNITS
NORTH AMERICAN TECHNICIAN EXCELLENCE (NATE) - AIR CONDITIONING SPECIALIST-CERTIFICATION PREPARATION (RPT 2)
7867 lec 4:20 hrs/wk TBA G. CIOFFI ON LINE
Please visit the online program homepage at http://moodle.lattc.edu prior to the start of class for directions, or see pages 75-77 for more information.

SIGN GRAPHICS
Chair: Carole Anderson, D-222, (213) 763-3642

SIGN GRAPHICS 101
10.00 UNITS
INDIVIDUAL LETTERING
7215 lec 7:00am - 8:25am TThF R.T. GUTHRIE H 204
& lab 8:25am - 12:40pm TThF R.T. GUTHRIE H 204

SIGN GRAPHICS 102
10.00 UNITS
EXTERIOR DISPLAY SIGNS
Prequisite: SGNRPH 101
7216 lec 7:00am - 8:25am TThF R.T. GUTHRIE H 204
& lab 8:25am - 12:40pm TThF R.T. GUTHRIE H 204

SIGN GRAPHICS 103
10.00 UNITS
WINDOW SIGNS
Prequisite: SGNRPH 102.
7217 lec 7:00am - 8:25am TThF R.T. GUTHRIE H 204
& lab 8:25am - 12:40pm TThF R.T. GUTHRIE H 204

SIGN GRAPHICS 104
10.00 UNITS
ADVANCE COMPUTER & DESIGN
Prequisite: SGNRPH 103
7218 lec 7:00am - 8:25am TThF R.T. GUTHRIE H 204
& lab 8:25am - 12:40pm TThF R.T. GUTHRIE H 204

SIGN GRAPHICS 201
2.00 UNITS
FUNDAMENTALS OF MURAL PAINTING (RPT 3)
7225 lec 8:00am - 2:45pm SAT A.M. MORTIMER H 204

SIGN GRAPHICS 203
2.00 UNITS
SILK SCREEN PROCESSING 1 (RPT 1)
7222 lec 9:00am - 3:45pm SAT B.T. JOHNSON H 230

SIGN GRAPHICS 204
2.00 UNITS
SILK SCREEN PROCESSING II (RPT 1)
7223 lec 9:00am - 3:45pm SAT B.T. JOHNSON H 230

SOCIOLOGY
Chair: Alicia Rodriguez-Estrada, TE-516, (213) 763-3938

SOCIOLOGY 001
3.00 UNITS
INTRODUCTION TO SOCIOLOGY (UC:CSU)
1051 lec 10:10am - 11:35am MW F. MCCLAIN TE 323
1053 lec 11:45am - 1:10pm MW F. MCCLAIN TE 323
1054 lec 10:10am - 11:35am TTh F. MCCLAIN TE 323

SOCIOLOGY 002
3.00 UNITS
AMERICAN SOCIAL PROBLEMS (UC:CSU)
1058 lec 8:35am - 10:00am TTh F. MCCLAIN TE 323

SOCIOLOGY 028
3.00 UNITS
THE FAMILY: A SOCIOLOGICAL APPROACH (UC:CSU)
1059 lec 8:35am - 10:00am MW F. MCCLAIN TE 323

SOLID WASTE MANAGEMENT TECHNOLOGY
Chair: Ricky Wong, K-405, (213) 763-7293

SOLID WASTE MANAGEMENT TECHNOLOGY 108
3.00 UNITS
SOLID WASTE FACILITIES
Evening classes
4179 lec 6:00pm - 9:10pm M P.C. BLOUNT K 406

SPANISH
Chair: John Glavan, TE-520, (213) 763-3931

Spanish Course Sequence

1. “Spanish 21” can be taken as a first step to acquire the basics to do well in “Spanish 1” or as part of the sequence “Spanish 21 - Spanish 22”.
2. Completion of the sequence “Spanish 21 - Spanish 22” fulfills the requirement for “Spanish 1”. This sequence is recommended for students who do not have the time to embark in a 5-unit class all at once.
3. “Spanish 1” and “Spanish 2” are recommended for non-native speakers.
4. “Spanish 35” and “Spanish 36” are recommended for heritage-language speakers (also known as bilingual speakers or native speakers.)
## SPANISH

### SPANISH 001
**5.00 UNITS**
**ELEMEN'TARY SPANISH I (UC:CSU)**
- **1452** lec 8:35am - 9:45am MTWTh M.M. DRAKE TE 212
- **1453** lec 10:10am - 11:20am MTWTh H.C. QUINONES F 227
- **1454** lec 11:45am - 12:55pm MTWTh H.C. QUINONES F 227
- **1455** lec 9:00am - 2:20pm SAT M. LINARES F 224

Evening classes
- **3854** lec 6:45pm - 9:15pm MW R. BUSCAGLIA F 227

### SPANISH 002
**5.00 UNITS**
**ELEMENTARY SPANISH II (UC:CSU)**
- **Prerequisite:** SPANISH 1.
- **1456** lec 8:35am - 9:45am MTWTh H.C. QUINONES F 227

Evening classes
- **3856** lec 6:45pm - 9:15pm TTh R. BUSCAGLIA F 227
- **3866** lec 6:45pm - 9:15pm MW P. ROLDAN F 224

### SPANISH 035
**5.00 UNITS**
**SPANISH FOR SPANISH SPEAKERS I (UC:CSU)**
- **1457** lec 8:35am - 9:45am MTWTh R.M. ROSS F 223
- **1471** lec 10:00am - 3:20pm SAT R. BUSCAGLIA F 227

### SPANISH 036
**5.00 UNITS**
**SPANISH FOR SPANISH SPEAKERS II (UC:CSU)**
- **Evening classes**
  - **3864** lec 4:00pm - 9:20pm F R. BUSCAGLIA F 227

## SPEECH

### SPEECH 101
**3.00 UNITS**
**ORAL COMMUNICATION I (UC:CSU)**
- **1443** lec 7:00am - 8:25am TTh C.V. MCNAMARA TE 206
- **1458** lec 8:35am - 10:00am MW D.A. MCDERMOTT TE 206
- **1459** lec 10:10am - 11:35am TTh D.A. MCDERMOTT TE 206
- **1460** lec 8:35am - 10:00am MW J.J. GLAVAN TE 201
- **1461** lec 10:10am - 11:35am MW D.A. MCDERMOTT TE 206
- **1462** lec 11:45am - 1:10pm MW J.J. GLAVAN TE 201
- **1463** lec 8:35am - 10:00am TTh D.A. MCDERMOTT TE 206
- **1464** lec 10:10am - 11:35am TTh J.J. GLAVAN TE 201
- **1465** lec 8:35am - 10:00am TTh J.J. GLAVAN TE 201
- **1466** lec 9:00am - 12:10pm SAT A.C. BORNE TE 201
- **1467** lec 11:45am - 1:10pm TTh D.A. MCDERMOTT TE 206
- **1469** lec 10:10am - 11:35am MW J.J. GLAVAN TE 201

Evening classes
- **3858** lec 4:35pm - 7:45pm F J.C. MOCK TE 201
- **3859** lec 6:00pm - 9:10pm M J.C. MOCK TE 201
- **3860** lec 6:00pm - 9:10pm W J.C. MOCK TE 201
- **3861** lec 6:00pm - 9:10pm Th J.C. MOCK TE 201
- **3862** lec 6:00pm - 9:10pm T J.C. MOCK TE 201

### SPEECH 121
**3.00 UNITS**
**THE PROCESS OF INTERPERSONAL COMMUNICATION (UC:CSU)**
- **1470** lec 11:45am - 1:10pm MW D.A. MCDERMOTT TE 206

## SUPERVISION

### SUPERVISION 001
**3.00 UNITS**
**ELEMENTS OF SUPERVISION (CSU)**
- **3074** lec 6:00pm - 9:10pm Th E.R. JOHNSON K 208

## SUPPLY WATER TECHNOLOGY

### SUPPLY WATER TECHNOLOGY 002
**3.00 UNITS**
**MODERN WATER WORKS II**
- **4114** lec 6:00pm - 9:10pm T A. AMIR TEYMOORI K 258

### SUPPLY WATER TECHNOLOGY 004
**3.00 UNITS**
**WATER PURIFICATION I (POTABLE WATER)**
- **4112** lec 6:00pm - 9:10pm W A. AMIR TEYMOORI K 258

## TAILORING

### TAILORING 250
**2.00 UNITS**
**TAILORING TECHNIQUES I**
- **4340** lab 6:00pm - 9:10pm MW N.G. IAPAOL0 D 331

### TAILORING 251
**2.00 UNITS**
**TAILORING TECHNIQUES II**
- **4341** lab 6:00pm - 9:10pm MW N.G. IAPAOL0 D 331

### TAILORING 252
**2.00 UNITS**
**TAILORING TECHNIQUES III**
- **4342** lab 6:00pm - 9:10pm MW N.G. IAPAOL0 D 331

### TAILORING 253
**2.00 UNITS**
**TAILORING TECHNIQUES IV**
- **4343** lab 6:00pm - 9:10pm MW N.G. IAPAOL0 D 331

### TAILORING 255
**2.00 UNITS**
**MEN'S PATTERN DRAFTING I**
- **7228** lab 8:35am - 3:05pm SAT B.S. TORDA D 230

### TAILORING 256
**2.00 UNITS**
**MEN'S PATTERN DRAFTING II**
- **7229** lab 8:35am - 3:05pm SAT B.S. TORDA D 230

## THEATER

### THEATER 100
**3.00 UNITS**
**INTRODUCTION TO THE THEATER (UC:CSU)**
- **1468** lec 11:45am - 1:10pm TTh C.R. WATSON TE 201

### THEATER 101
**3.00 UNITS**
**ORAL COMMUNICATIONS**
- **3075** lec 6:00pm - 9:10pm M Y.O. TOURE K 304

Chair: Paulette Bailey, K-225, (213) 763-7269

Chair: Carole Anderson, D-222, (213) 763-3642

Chair: John Glavan, TE-520, (213) 763-3931
## Visual Communications

**Chair:** Carole Anderson, D222 (214) 763-3642

<table>
<thead>
<tr>
<th>Course Code</th>
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<tr>
<td>VISUAL COMMUNICATIONS 100</td>
<td>GRAPHIC DESIGN I (CSU)</td>
<td>2.00</td>
<td>7253 lec 7:00am - 7:35am TW R.N. HUBBARD H 238 &amp; lab 7:35am - 12:20pm TW R.N. HUBBARD H 238 (8 Week Class - Starts 2/4/2013, Ends 3/30/2013)</td>
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<tr>
<td>VISUAL COMMUNICATIONS 103</td>
<td>BASIC COMPUTER SYSTEMS (CSU)</td>
<td>2.00</td>
<td>7254 lec 7:00am - 7:35am ThF G. EVANS H 209 &amp; lab 7:35am - 12:20pm ThF G. EVANS H 209 (7 Week Class - Starts 4/8/2013, Ends 6/3/2013)</td>
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<tr>
<td>VISUAL COMMUNICATIONS 105</td>
<td>DIGITAL PREPRESS I (CSU)</td>
<td>2.00</td>
<td>7255 lec 7:00am - 7:35am TW G. EVANS H 238 &amp; lab 7:35am - 12:20pm TW G. EVANS H 238 (9 Week Class - Starts 4/8/2013, Ends 6/3/2013)</td>
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<td>DRAWING I (CSU)</td>
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<td>7256 lec 7:00am - 7:35am ThF R.N. HUBBARD H 220 &amp; lab 7:35am - 12:20pm ThF R.N. HUBBARD H 220 (9 Week Class - Starts 4/8/2013, Ends 6/3/2013)</td>
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<td>VISUAL COMMUNICATIONS 108</td>
<td>2-D DESIGN FUNDAMENTALS (CSU)</td>
<td>2.00</td>
<td>7257 lec 11:40am - 2:00pm M STAFF H 208</td>
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<td>DIGITAL PREPRESS II (CSU)</td>
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<td>7258 lec 7:00am - 7:35am TW G. EVANS H 238 &amp; lab 7:35am - 12:20pm TW G. EVANS H 238 (8 Week Class - Starts 2/4/2013, Ends 3/30/2013)</td>
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<td>2.00</td>
<td>7259 lec 7:00am - 7:35am ThF C.J. RODRIGUEZ H 208 &amp; lab 7:35am - 12:20pm ThF C.J. RODRIGUEZ H 208 (7 Week Class - Starts 2/4/2013, Ends 3/30/2013)</td>
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<td>VISUAL COMMUNICATIONS 115</td>
<td>DIGITAL DESIGN II (CSU) (RPT 1)</td>
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<td>7260 lec 7:00am - 7:35am TW F.H. MORRIS H 208 &amp; lab 7:35am - 12:20pm TW F.H. MORRIS H 208 (9 Week Class - Starts 4/8/2013, Ends 6/3/2013)</td>
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<td>VISUAL COMMUNICATIONS 116</td>
<td>THREEDIMENSIONAL PACKAGE DESIGN (CSU)</td>
<td>2.00</td>
<td>7261 lec 7:00am - 7:35am ThF F.H. MORRIS H 208 &amp; lab 7:35am - 12:20pm ThF F.H. MORRIS H 208 (9 Week Class - Starts 4/8/2013, Ends 6/3/2013)</td>
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<tr>
<td>VISUAL COMMUNICATIONS 118</td>
<td>DIGITAL DRAWING (CSU)</td>
<td>2.00</td>
<td>7262 lec 7:00am - 8:00am M R.N. HUBBARD H 209 &amp; lab 8:00am - 11:30am M R.N. HUBBARD H 209</td>
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<tr>
<td>VISUAL COMMUNICATIONS 119</td>
<td>DIGITAL PAGE LAYOUT (CSU)</td>
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<td>7263 lec 12:30pm - 2:55pm W G. EVANS H 238</td>
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<td>VISUAL COMMUNICATIONS 120</td>
<td>DRAWING II (CSU)</td>
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<td>7264 lec 7:00am - 7:35am TW W.T. ROBLES H 208 &amp; lab 7:35am - 12:20pm TW W.T. ROBLES H 208 (8 Week Class - Starts 2/4/2013, Ends 3/30/2013)</td>
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<tr>
<td>VISUAL COMMUNICATIONS 124</td>
<td>COMPUTER ILLUSTRATION I (CSU)</td>
<td>2.00</td>
<td>7265 lec 7:00am - 7:35am ThF R.N. HUBBARD H 209 &amp; lab 7:35am - 12:20pm ThF R.N. HUBBARD H 209 (7 Week Class - Starts 2/4/2013, Ends 3/30/2013)</td>
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## Wastewater Technology

**Chair:** Ricky Wong, K-405, (213) 763-7295

<table>
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<td>WASTEWATER TECHNOLOGY 016</td>
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<td>WASTEWATER OPERATIONS V</td>
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<tr>
<td>4123 lec 6:00pm - 9:10pm Th M.A. ABDELAAL K 406</td>
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<td>WASTEWATER TECHNOLOGY 018</td>
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<td>WATER AND WASTEWATER MATHEMATICS</td>
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<td>4125 lec 6:00pm - 9:10pm Th V. ABKIAN K 406</td>
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## WELDING GAS AND ELECTRIC

**Chair:** William Elarton, B-122, (213) 763-3701

<table>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 101</strong></td>
<td>6.00</td>
<td>lec 10:00am - 11:25am M</td>
<td>C.A. CHANCY</td>
<td>F 150</td>
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<td></td>
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<td>&amp; lab 1:10pm - 4:10pm MTWThF</td>
<td>C.A. CHANCY</td>
<td>F 156</td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 102</strong></td>
<td>3.00</td>
<td>lec 10:00am - 1:10pm T</td>
<td>L.M. LEGOHN</td>
<td>F 150</td>
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<td>&amp; lab 6:50am - 10:00am MTWThF</td>
<td>L.M. LEGOHN</td>
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<td><strong>WELDING GAS AND ELECTRIC 112</strong></td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 113</strong></td>
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<td>C.A. CHANCY</td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 121</strong></td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 124</strong></td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 125</strong></td>
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<td><strong>WELDING GAS AND ELECTRIC 131</strong></td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 132</strong></td>
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<tr>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 141</strong></td>
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<td>F 151</td>
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<td><strong>WELDING GAS AND ELECTRIC 142</strong></td>
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<td>lec 10:00am - 1:10pm W</td>
<td>L.M. LEGOHN</td>
<td>F 151</td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 143</strong></td>
<td>3.00</td>
<td>lec 10:00am - 1:10pm Th</td>
<td>L.M. LEGOHN</td>
<td>F 151</td>
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<tr>
<td><strong>WELDING GAS AND ELECTRIC 200</strong></td>
<td>3.00</td>
<td>lec 8:00am - 9:30am SAT</td>
<td>R. NEWELL</td>
<td>F 151A</td>
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<tr>
<td><strong>COOPERATIVE EDUCATION - WELDING GAS AND ELECTRIC</strong></td>
<td>4.00</td>
<td>lec 4:25 hrs/wk TBA</td>
<td>C.L. ANDERSON</td>
<td>D 236</td>
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See page 78 for meeting days and times.
# Noncredit Classes

## Basic Skills

### Basic Skills 023CE

**College and Scholastic Assessment Preparation (NDA) (RPT 9)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
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<th>Room</th>
<th>Duration</th>
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<th>End Date</th>
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<tr>
<td>8700</td>
<td>Basic Skills 023CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>8:00am - 10:25am</td>
<td>STAFF</td>
<td>F</td>
<td>0.00 Unit</td>
<td>4/8/2013</td>
<td>5/30/2013</td>
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<td>8701</td>
<td>Basic Skills 023CE 0.00 Unit</td>
<td>M-T-W-Th</td>
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<td>8702</td>
<td>Basic Skills 023CE 0.00 Unit</td>
<td>M-T-W-Th</td>
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</table>

### Basic Skills 042CE

**Softskill Basics 1B - The Successful Job Search (NDA) (RPT 9)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
<th>Duration</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>8800</td>
<td>Basic Skills 042CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>0:15pm - 2:30pm</td>
<td>TBA</td>
<td>U</td>
<td>0.00 Unit</td>
<td>4/18/2013</td>
<td>6/3/2013</td>
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<tr>
<td>8804</td>
<td>Basic Skills 042CE 0.00 Unit</td>
<td>M-T-W-Th</td>
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<td>TBA</td>
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<td>0.00 Unit</td>
<td>4/18/2013</td>
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### Basic Skills 043CE

**Softskill Basics 1C - Pre-Employment Readiness (NDA) (RPT 9)**

<table>
<thead>
<tr>
<th>CRN</th>
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<tr>
<td>8816</td>
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<tr>
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<td>1:15pm - 3:00pm</td>
<td>STAFF</td>
<td>F</td>
<td>0.00 Unit</td>
<td>4/18/2013</td>
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### Basic Skills 045CE

**Microsoft Office Application Basics (NDA) (RPT 9)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
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<th>Room</th>
<th>Duration</th>
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<tr>
<td>8758</td>
<td>Basic Skills 045CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>1:15pm - 2:30pm</td>
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<td>0.00 Unit</td>
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<tr>
<td>8819</td>
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<td>0.00 Unit</td>
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<td>3/28/2013</td>
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### Basic Skills 075CE

**Introduction to Post-Secondary Education (NDA) (RPT 9)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
<th>Duration</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>8772</td>
<td>Basic Skills 075CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>9:00am - 12:00pm</td>
<td>M. GALINDO</td>
<td>TE</td>
<td>0.00 Unit</td>
<td>4/22/2013</td>
<td>4/26/2013</td>
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<tr>
<td>8773</td>
<td>Basic Skills 075CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>9:00am - 12:00pm</td>
<td>M. GALINDO</td>
<td>TE</td>
<td>0.00 Unit</td>
<td>4/22/2013</td>
<td>4/26/2013</td>
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<tr>
<td>8774</td>
<td>Basic Skills 075CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>9:00am - 12:00pm</td>
<td>M. GALINDO</td>
<td>TE</td>
<td>0.00 Unit</td>
<td>4/22/2013</td>
<td>4/26/2013</td>
</tr>
<tr>
<td>8775</td>
<td>Basic Skills 075CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>9:00am - 12:00pm</td>
<td>M. GALINDO</td>
<td>TE</td>
<td>0.00 Unit</td>
<td>4/22/2013</td>
<td>4/26/2013</td>
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### Basic Skills 078CE

**Fundamentals for Workplace Success II - Effective Communication and Leadership Skills (NDA) (RPT 3)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
<th>Duration</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>8738</td>
<td>Basic Skills 078CE 0.00 Unit</td>
<td>W-Sa-T</td>
<td>9:00am - 11:45am</td>
<td>M. GALINDO</td>
<td>F</td>
<td>0.00 Unit</td>
<td>2/9/2013</td>
<td>5/25/2013</td>
</tr>
<tr>
<td>8739</td>
<td>Basic Skills 078CE 0.00 Unit</td>
<td>W-Sa-T</td>
<td>9:00am - 11:45am</td>
<td>M. GALINDO</td>
<td>F</td>
<td>0.00 Unit</td>
<td>2/9/2013</td>
<td>5/25/2013</td>
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</table>

### English as a Second Language - Noncredit

#### English as a Second Language - Noncredit 006CE

**English as a Second Language - 0 (NDA) (RPT 9)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
<th>Duration</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>8852</td>
<td>Basic Skills 006CE 0.00 Unit</td>
<td>M-T-W-Th</td>
<td>8:30am - 10:20am</td>
<td>N. HARLEY</td>
<td>D</td>
<td>0.00 Unit</td>
<td>4/15/2013</td>
<td>5/30/2013</td>
</tr>
</tbody>
</table>
I’ve registered. Now what?

1. Go to the LATTC Online Program home page at http://moodle.lattc.edu
2. Download the Online Student Guide for your semester and read it carefully
3. Be sure to check if your class requires a campus edition of a textbook to coordinate with your online class. If you purchase the textbook at another campus, the key may not work for your LATTC class.
4. Check the Technical Help link to on-line college bookstore http://college.lattc.edu/bookstore to get information on preparing your computer to take online classes. You’ll need to be able to enable pop-ups and cookies on your computer in order for your online class to work.

Classes have already started. How do I get into an online class?

Send the instructor an email request to add the class. This email must come from the ID listed in the SIS. Include your name, student ID number, and the class name and section number in your email. Full directions and instructor email can be found on Moodle homepage “Adding a Closed Online Course” link.

What if I need additional information?

You can contact the Online-Program Coordinator, Linda Delzeit-McIntyre, at 213/763-3733, or email her at delzeil@lattc.edu.

Steps to Add an Online Class That is Closed/Full

For STEPS to add, please go to http://moodle.lattc.edu/mod/resource/view.php?inpopup=true&id=65354
## LATTC On-Line Classes (Continue)

<table>
<thead>
<tr>
<th>CLASS TITLE, LINK AND DATES</th>
<th>SECTION</th>
<th>UNITS</th>
<th>LMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration of Justice 2 – Concepts of Criminal Law <a href="http://edtech.lattc.edu/online/AJ2.html">http://edtech.lattc.edu/online/AJ2.html</a> (Feb. 4 to June 3)</td>
<td>7878</td>
<td>3</td>
<td>M</td>
</tr>
<tr>
<td>Anthropology 101 – Human Biological Evolution (Physical Anthropology) <a href="http://edtech.lattc.edu/online/anthro101.html">http://edtech.lattc.edu/online/anthro101.html</a> (Feb. 4 to June 3)</td>
<td>7971</td>
<td>3</td>
<td>M</td>
</tr>
<tr>
<td>Art 101 – Survey of Art History I <a href="http://edtech.lattc.edu/online/art101.html">http://edtech.lattc.edu/online/art101.html</a> (Feb. 4 to June 3)</td>
<td>7948</td>
<td>3</td>
<td>M</td>
</tr>
<tr>
<td>Child Development 001 – Child Growth and Development <a href="http://edtech.lattc.edu/online/ChildDev1.html">http://edtech.lattc.edu/online/ChildDev1.html</a> (Feb. 4 to June 3)</td>
<td>7931</td>
<td>3</td>
<td>M</td>
</tr>
<tr>
<td>Diesel and Related Technology 142B – Advanced Hybrid and Plug-In Electronic Vehicles (This is a hybrid class and meets Sat. 7 am – 2:50 pm) <a href="http://edtech.lattc.edu/online/diesel142b.html">http://edtech.lattc.edu/online/diesel142b.html</a> (Feb. 4 to June 3)</td>
<td>4451</td>
<td>5.5</td>
<td>M</td>
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<tr>
<td>ECONMT 212 – Significant Changes NEC – National Electrical Code <a href="http://edtech.lattc.edu/online/econmt212.html">http://edtech.lattc.edu/online/econmt212.html</a> (Feb. 4 to June 3)</td>
<td>4615</td>
<td>3</td>
<td>M</td>
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<tr>
<td>Electronics Technology 161 – F.C.C. Radio Operator’s License <a href="http://edtech.lattc.edu/online/electech161.html">http://edtech.lattc.edu/online/electech161.html</a> (Feb. 4 to June 3)</td>
<td>7832</td>
<td>3</td>
<td>M</td>
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<tr>
<td>English 28 – Intermediate Reading and Composition <strong>[AT] and/or [PR]</strong> <a href="http://edtech.lattc.edu/online/english28.html">http://edtech.lattc.edu/online/english28.html</a> (Feb. 4 to June 3)</td>
<td>7946</td>
<td>3</td>
<td>M</td>
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<tr>
<td>English 101 – College Reading and Composition I <strong>[AT] and/or [PR]</strong> <a href="http://edtech.lattc.edu/online/english101.html">http://edtech.lattc.edu/online/english101.html</a> (Feb. 4 to June 3)</td>
<td>7942</td>
<td>3</td>
<td>M</td>
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<tr>
<td>English 103 – Composition and Critical Thinking <strong>[AT] and/or [PR]</strong> <a href="http://edtech.lattc.edu/online/english103.html">http://edtech.lattc.edu/online/english103.html</a> (Feb. 4 to June 3)</td>
<td>7943</td>
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<tr>
<td>English 206 – English Literature II <strong>[PR]</strong> <a href="http://edtech.lattc.edu/online/english206.html">http://edtech.lattc.edu/online/english206.html</a> (Feb. 4 to June 3)</td>
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<tr>
<td>English 208 – American Literature II <strong>[PR]</strong> <a href="http://edtech.lattc.edu/online/english208.html">http://edtech.lattc.edu/online/english208.html</a> (Feb. 4 to June 3)</td>
<td>7945</td>
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<tr>
<td>Health 11 – Principles of Healthful Living <a href="http://edtech.lattc.edu/online/health11.html">http://edtech.lattc.edu/online/health11.html</a> (Feb. 4 to June 3)</td>
<td>7900</td>
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<tr>
<td>History 11 – Political and Social History of the U.S. I <a href="http://edtech.lattc.edu/online/history11.html">http://edtech.lattc.edu/online/history11.html</a> (Feb. 4 to June 3)</td>
<td>7987</td>
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<tr>
<td>History 12 – Political and Social History of the United States II <a href="http://edtech.lattc.edu/online/history12.html">http://edtech.lattc.edu/online/history12.html</a> (Feb. 4 to June 3)</td>
<td>7980</td>
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<tr>
<td>Labor Studies 11 – Labor in the Public Sector <a href="http://edtech.lattc.edu/online/laborstudies11.html">http://edtech.lattc.edu/online/laborstudies11.html</a> (Feb. 4 to June 3)</td>
<td>7862</td>
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<tr>
<td>Labor Studies 12 – Building Strong Unions <a href="http://edtech.lattc.edu/online/laborstudies12.html">http://edtech.lattc.edu/online/laborstudies12.html</a> (Feb. 4 to June 3)</td>
<td>7860</td>
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## LATTC On-Line Classes (Continue)

<table>
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<th>Course Title</th>
<th>URL</th>
<th>Credits</th>
<th>Type</th>
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<tbody>
<tr>
<td>Math 112 – Pre-Algebra</td>
<td><a href="http://wellness.lattc.edu/tmeftagh/math112.html">http://wellness.lattc.edu/tmeftagh/math112.html</a> (Feb. 4 to June 3)</td>
<td>3</td>
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</tr>
<tr>
<td>Math 115 – Elementary Algebra</td>
<td><a href="http://wellness.lattc.edu/tmeftagh/math115.html">http://wellness.lattc.edu/tmeftagh/math115.html</a> (Feb. 4 to June 3)</td>
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<tr>
<td>Math 125 – Intermediate Algebra</td>
<td><a href="http://wellness.lattc.edu/tmeftagh/math125.html">http://wellness.lattc.edu/tmeftagh/math125.html</a> (Feb. 4 to June 3)</td>
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<tr>
<td>Math 227 – Statistics</td>
<td><a href="http://wellness.lattc.edu/bakman/math227.html">http://wellness.lattc.edu/bakman/math227.html</a> (Feb. 4 to June 3)</td>
<td>4</td>
<td>O</td>
</tr>
<tr>
<td>PhysEd 750 – Sports Ethics</td>
<td><a href="http://edtech.lattc.edu/online/pe750.html">http://edtech.lattc.edu/online/pe750.html</a> (Feb. 4 to June 3)</td>
<td>3</td>
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<tr>
<td>P.E. 762 – Ancient Olympic Games</td>
<td><a href="http://edtech.lattc.edu/online/pe762.html">http://edtech.lattc.edu/online/pe762.html</a> (Feb. 4 to June 3)</td>
<td>3</td>
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<tr>
<td>Political Science 1 – The Government of the United States</td>
<td><a href="http://edtech.lattc.edu/online/polisci1.html">http://edtech.lattc.edu/online/polisci1.html</a> (Feb. 4 to June 3)</td>
<td>3</td>
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<tr>
<td>Psychology 1 - General Psychology</td>
<td><a href="http://edtech.lattc.edu/online/psych1.html">http://edtech.lattc.edu/online/psych1.html</a> (Feb. 4 to June 3)</td>
<td>3</td>
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<tr>
<td>Psychology 32 – Psychology of Women</td>
<td><a href="http://edtech.lattc.edu/online/psych32.html">http://edtech.lattc.edu/online/psych32.html</a> (Feb. 4 to June 3)</td>
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<tr>
<td>Psychology 41- Lifespan Psychology: Infancy to Old Age</td>
<td><a href="http://edtech.lattc.edu/online/psych41.html">http://edtech.lattc.edu/online/psych41.html</a> (Feb. 4 to June 3)</td>
<td>3</td>
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<td>Refrigeration / Air Conditioning 208 – Refrigerant Management – EPA 608</td>
<td>Certification</td>
<td>4</td>
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<tr>
<td>Sociology 1 – Introduction to Sociology</td>
<td><a href="http://edtech.lattc.edu/online/sociology1.html">http://edtech.lattc.edu/online/sociology1.html</a> (March 11 to June 3)</td>
<td>3</td>
<td>M</td>
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</tbody>
</table>

Learning Management Software (LMS) Codes: M = Moodle; O = Other web-based software. Symbols indicate: [PR] = pre-requisite required; [AT] = assessment test required
Internships Through Cooperative Work Experience Education

This program allows students to earn college units for their on-the-job learning experiences. Students employed for 20 hours or more per week on a job related to their major are eligible to earn 4 units. Students who are employed in a job not related to their major may earn 3 units of credit. Through cooperation with their employer and the student, the cooperative education coordinator will aid the students in writing learning objectives to be completed on the job. Assistance will be given in preparing a learning agreement during the classroom sessions listed below.

Students employed in a job not related to their major should enroll in:

- **COOP ED General Course:** 395
  - Section: 9001
  - Units: 3

Students employed in a job related to their major should enroll in:

- **COOP ED MAJOR Course:** 941
  - Section: See schedule
  - Units: 4

**Enrollment**

The appropriate section number is listed in the schedule for most disciplines. You may enroll in the course by adding it to your directory card as you enroll for your regular classes. If the section number for your discipline is not listed, please attend the first class sessions listed below after the semester begins to add the course. You may phone (213) 763-3642 for assistance or e-mail anderscl@lattc.edu or interns@lattc.edu.

**Attendance**

You will meet with the instructor one hour weekly during the first six weeks of the semester at the flexible sessions listed below. Your attendance is essential to the program as the instructor will only be available at this classroom for the first six weeks. During this period the instructor will aid you in preparing documents necessary to qualify you for the program.

All meetings are over by the end of the sixth week. For additional information you may call (213) 763-3642 preferably after 1:00 p.m. The sessions listed below will begin the first week of the semester. The last day to add the course will be February 15, 2013. The meetings will be completed by March 15, 2013.

Sessions are scheduled for 50 minutes.

<table>
<thead>
<tr>
<th>DAY</th>
<th>CLASS MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday</td>
<td>12:00 &amp; 5:00 p.m.</td>
</tr>
<tr>
<td>Thursday</td>
<td>5:00 p.m. only</td>
</tr>
</tbody>
</table>

All session are 50 minutes- select any one weekly
Apprenticeship Education

Enrollment in apprentice classes is limited to registered apprentices who are employed in the trade and are registered by the state. Apprenticeship students are all employed before attending classes.

The college offers related and supplemental training to apprentices who are formally registered and employed in the industry. Under the jurisdiction of a Joint Apprentice Committee only apprentices who have been registered by the state will be permitted to attend apprentice classes. For information concerning opportunities, please contact Mr. William (Bill) Elarton, Apprenticeship Director, in room SQ-122, phone (213) 763-3701 or Mr. Tom Vessella, Apprenticeship Coordinator, in room SQ-134A, phone (213) 763-3707.

This educational service to labor, management and government is established by the Shelley Maloney Act of 1939. Any person who is not registered and seeking information about becoming an apprentice should contact the Apprentice Information Center located at 320 West 4th Street, Suite #830, Los Angeles, CA 90013-1105, for information about the trade of interest. The phone number of the Department of Apprentice Standards is (213) 576-7750.

The apprenticeship students are all employed before attending classes. The Joint Apprenticeship Committee for each craft is listed below:

**CABINET MILLWORK APPRENTICESHIP**
Apply at 10015 Rose Hills Road in Whittier. Phone (562) 699-0419 for information.

**ELECTRICAL LINEMAN & ELECTRICAL CABLE SPlicer**
Apply at various public utilities. Only public utilities employ line apprentices.

**ENGINEER-OPERATION/MAINTENANCE**
Apply at 2501 W. Third Street, Los Angeles, (213) 385-2889.

**STATION ELECTRICIAN**
Apply at Glendale Water and Power.
**ITV/The Weekend College** classes allow students to complete general education classes in a focused eight-week format. The classes are offered on four campuses: City [C] and Southwest [SW] Colleges on Saturdays and Valley [V] and Pierce [P] Colleges on Sundays. The first college listed is AM only 9:00-12:00 Noon. The second college listed is PM only 1:30-4:30 PM. Students attend only one class meeting each weekend and may attend at any location.

The classes are taught by the same instructor at each campus. The classes are taught in a highly effective “blended format” combining the weekend class meetings with online activities and half-hour video lessons creating a dynamic learning environment for all students. The video component is available on cable television in the City of Los Angeles and in broadband, on DVD and in the College Learning Resources Centers on campus.

Students enroll online using the Student Information System, selecting ITV as the campus. Students are advised to consult with a College Counselor when planning their Associate Degree or transfer program. For questions or registration assistance, call 818/833-3595. Financial aid is available for qualified students; fee waivers also apply to these classes. Transcripts are issued by L.A. Mission College.

### Schedule of Classes

<table>
<thead>
<tr>
<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology 101</td>
<td>7190</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Economics 1</td>
<td>7191</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 101</td>
<td>7192</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 102</td>
<td>7196</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Health 11</td>
<td>7193</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 11</td>
<td>7194</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Mathematics 125</td>
<td>7195</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7197</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Psychology 1</td>
<td>7199</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
</tbody>
</table>

**Saturday class meetings:** February 9 – April 6  
**Sunday class meetings:** February 10 – April 7  
**Spring Break:** March 28 – April 5  
**Last day to:**  
**Drop without incurring fees:** February 9, 2013  
**ADD Classes:** February 11 – Students who add after February 9, 2013 are responsible for fees.  
**Drop without receiving a “W”**: February 15, 2013

**Spring 2013 SESSION B**  
**April 8 - June 2**

<table>
<thead>
<tr>
<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology 102</td>
<td>7200</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 101</td>
<td>7201</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 103</td>
<td>7202</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 12</td>
<td>7204</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Mathematics 227</td>
<td>7205</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7206</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7207</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Psychology 41</td>
<td>7208</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Sociology 1</td>
<td>7209</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
</tbody>
</table>

**Saturday class meetings:** April 13 – June 1  
**Sunday class meetings:** April 14 – June 2  
**Last day to:**  
**Drop without incurring fees:** April 13, 2013  
**ADD Classes:** April 15 – Students who add after April 13 are responsible for fees.  
**Drop without receiving a “W”**: April 17, 2013

Website: [www.lamission.edu/itv](http://www.lamission.edu/itv) • Telephone: 818/833-3594 or 800/917-9277
ACADEMIC FREEDOM
The Faculty shall have the academic freedom to seek the truth and guarantee freedom of learning to the students.

ACADEMIC STANDARDS

ACADEMIC/PROGRESS PROBATION
Students shall be placed on probation, if after attempting a minimum of 12 UNITS, any of the following occur:

1. Academic Probation: Low Grade Point Average. The student has a cumulative GPA of less than "C" (2.0).
2. Academic Probation: Transfer Student. The student has transferred with a cumulative GPA less than "C" (2.0).
3. Progress Probation. When the percentage of all UNITS attempted in which grades of "W" (withdrawal), "Inc." (incomplete), and "NC" (no credit) reaches or exceeds 50%.

ACADEMIC/PROGRESS DISMISSAL
A student on academic/progress probation shall be DISMISSED from the College if:

1. The cumulative GPA is less than 2.0 in all units attempted in each of three consecutive semesters. Or
2. If the percentage of "W", "Inc.", and "NC" grades are 50% or greater in each of three consecutive semesters.

Dismissal from one college in the Los Angeles Community College District shall disqualify a student from admission to any other college in the District.

APPEAL OF DISMISSAL
A student who is subject to dismissal may appeal to the College Dismissal Committee by submitting a Return From Disqualification Petition to the College Admissions Officer in ST-Lobby. Petitions are accepted during specified time periods each semester.

ADMISSION AND RESIDENT CLASSIFICATION OF NON-CITIZENS
BOARD RULE 8100.10 Admission and Residence Classification of Non-Citizens. It is the intention of the Los Angeles Community College District that no one be discriminated against in the admission and residence classification process on the basis of national origin. Further, it is the intention of the Board that subjective personal characteristics, such as appearance and speech, not be the basis for assumptions about national origin or immigration status.

The Los Angeles Community College District shall admit all non-citizens who are able to benefit from instruction and who are not barred from enrollment under Federal and/or State law. Non-citizens shall be classified as resident or nonresident in accordance with applicable State and Federal laws, California Administrative Code Title 5, and District regulations.

ATTENDANCE
Only students who have been admitted to the college and are in approved active status may attend classes.

Students who pre-registered in a class and miss the first meeting may lose their right to a place in the class. Students should attend every meeting of all classes for which they register. To avoid being dropped from class, students should contact the instructor when they are absent for emergency reasons.

Students are responsible for dropping a class that they stop attending. If the class is not dropped, the student may receive an "F" in that class and be responsible for enrollment fee. Any drops or exclusions that occur between the end of the 4th week and the end of the 12th week will result in a "W" on the student's record which will be included in the determination of progress probation. Drops are not permitted beyond the end of the 12th week. An evaluative grade ("A", "B", "C", "D", "F", "CR", or "NC") will be assigned to students who are enrolled past the end of the 12th week even if they stop attending class, except in cases of extreme extenuating circumstances.

CONDUCT EXPECTED OF STUDENTS
Students enrolling in one of the Los Angeles Community Colleges may rightfully expect that the faculty and administrators will maintain an environment in which there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on the campus. As members of the college community, students should be encouraged to develop the capacity for critical judgment, to engage in sustained and independent search for truth; and to exercise their rights to free inquiry and free speech in a responsible, nonviolent manner. Students shall respect and obey civil and criminal law, and shall be subject to legal penalties for violation of laws of the City, County, State, and Nation.

CLASSROOM CONDUCT
Instructors are responsible for presenting appropriate material in courses, and students are responsible for learning this material. Although it is a student's academic performance that is evaluated in determining grades, student conduct is important in the academic setting. Enrollment in a class may be terminated due to unsatisfactory student conduct, undue disrespect toward an instructor or administrator, or academic dishonesty. Each student is responsible for maintaining standards of academic performance established for each course in which he or she is enrolled.

BE ON TIME
Students are expected to attend and arrive on time for each class meeting. Class time is limited; students learn more and understand important concepts better if they always come on time for each class session.

RESPONSIBILITY TO BE INFORMED
It is the student's responsibility to read the information presented in this schedule and to know and observe all policies and procedures related to his/her program. Regulations will not be waived nor exceptions granted because a student pleads ignorance of policies, procedures, or deadlines.

DIVERSITY
The policy of the Los Angeles Community College District is to implement affirmatively, equal opportunity to all qualified employees and applicants for employment without regard to race, color, national origin, ancestry, religion, creed, sex, age, handicap, marital status, medical condition (cancer related), sexual orientation, or veteran status. Positive action will be taken to ensure that this policy is followed in all personnel practices, including recruitment, hiring, placement, upgrading, transfer, demotion, treatment during employment, rate of pay or other forms of compensation, selection for training, layoff, or termination. A vigorous Equal Employment Program will be maintained to ensure appropriate utilization of certain protected groups in specific areas and
levels within the district workforce through the implementation of specific result-oriented procedures and activities (Board Rule 101301). Inquiries regarding Diversity at Los Angeles Trade-Technical College should be directed to the College Diversity Representative, Dr. Mary Gallagher, (213) 763-7040.

PASS/NO PASS
Students may complete a request form to take a class on a Pass/No Pass basis through the sixth week of the semester. For Summer and Winter Semesters, through the second week. Courses, which students may elect to take on a Pass/No Pass basis, are listed in the college catalog. Request forms may be obtained at the Admissions Office, JH-Lobby.

The grade of P (pass) will be given if the performance in class is equal to a "C" grade or better.

The grade of NP (no pass) will be given if the performance in class is equal to a "D" or "FAIL" grade.

A student who has received credit for a course taken on Pass/No Pass basis may not convert this credit to a letter grade.

DRUG-FREE WORKPLACE POLICY
Los Angeles Trade-Technical College adheres to, supports, and is in full compliance with requirements that maintain our college as a drug-free institution of higher education.

The LACCD Board of Trustees has adopted the following standards of conduct:
- Students and employees are prohibited from unlawfully possessing, using or distributing illicit drugs and alcohol on district premises, in District vehicles, or as part of any activity of the Los Angeles Community College District.

The LACCD Board of Trustees has adopted Rule 9803.19, which prohibits:
- Any possession of controlled substances which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230, any use of controlled substances, the possession of which is prohibited by the same or any possession or use of alcoholic beverages while on any property owned or used by the District or colleges of the District. “Controlled substances,” as used in this section, include, but are not limited to the following drugs and narcotics: opiates, opium and opium derivatives, mescaline, hallucinogenic substances, peyote, marijuana, stimulants, depressants, cocaine.

E-MAIL ACCOUNT FOR ENROLLED STUDENTS
Student e-mail accounts are created approximately 2 weeks after a student is enrolled in a class. To learn about your e-mail account, find the link on the campus home page to MyLATTc Portal and click on it. That will redirect you to the web page with the directions and a tutorial video. Your login id is your student ID number and your password is the six numbers that represent mmdd of your date of birth. You can create a nickname that will provide an alias for receiving email. However, you always log in using your student ID number.

EDUCATIONAL ENVIRONMENT POLICY
Due to requirement set forth by the Occupational Safety and Health Administration, proper attire, including shoes, eye ware, and other articles, should be worn during all class hours.

EMERGENCY INFORMATION
The College is concerned about your safety in case of an emergency. Detailed instructions are posted in every classroom and throughout the campus. Take a few minutes to read them and plan for your safety.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)
See Student Records and Directory Information. For more information on student rights under the FERPA, please go to our LA Community College homepage http://www.laccd.edu/admin_regs/.

FREEDOM OF SPEECH AREA AND PROCEDURES
BOARD RULE 9902. Article IX, states, “The college president shall designate an area or areas on the college campus as areas for free discussion and expression by all persons. A Free Speech Area may only be located where there is a normal flow of student traffic with unlimited accessibility. Necessary campus rules governing the operation of such areas shall govern only the time, place and manner in which said areas are to be used. All such rules shall be applied equally and fairly to all persons desiring to use the Free Speech Areas. No restrictions shall be placed on subject matter, topics or viewpoints expressed in Free Speech Areas.

In compliance with the above Board Rule, the college president has designated the K-Mall Quad as the Free Speech Area. All individuals or organizations wanting to use the Free Speech Area, must check in to the Vice President of Student Services office, located in ST-514, prior to use of this area. The guidelines and rules for use of this area, along with time, place and manner will be distributed to the interested party. This procedure does not apply to activities sponsored by the college.

GRADES AND GRADE CHANGES
The instructor of the course shall determine the grade to be awarded to each student in accordance with the college’s Grading Symbols and Definitions Policy. The determination of the student’s grade by the instructor is final in the absence of mistake, fraud, bad faith or incompetence. The removal or change of an incorrect grade from a student’s record shall only be done upon authorization by the instructor of the course.

Students may file a petition for grade change in the Admissions and Records office. Grade change Petitions must be submitted within a year after the grade was assigned. In the case of fraud, bad faith or incompetence, the final determination concerning removal or change of grade will be made by the College President.

If you need a copy of your grades, you can obtain a grade printout from the web. This printout is NOT a Transcript or a Verification of Enrollment. If you need an Official Transcript or a Verification of Enrollment, you may order them from the Admission Office, JH-Lobby.

INCOMPLETE
A grade of “Inc” (incomplete) may be made up no later than ONE YEAR following the end of the term in which it was assigned by making personal arrangements with the instructor. If the Incomplete is not made up by the deadline, THE INCOMPLETE WILL BE REMOVED AND REPLACED BY A GRADE DETERMINED BY THE INSTRUCTOR. A CLASS MAY NOT BE REPEATED TO CLEAR AN INCOMPLETE GRADE.

GRADUATION
Please refer to the current College catalog for specific graduation requirements.
GRADUATION APPLICATION FOR DEGREES/CERTIFICATES

All students must file an application for degree/certificate evaluation during the first 6 weeks of the semester in which they expect to complete their degree/certificate requirements. Students completing the course work during the Summer Session must file an application during the first 6 weeks of the preceding Spring Semester. Late applications are not accepted. Applications are available in the Admissions and Records Office, JH-Lobby.

The following requirements apply to students entering for the first time after July 2, 1983. Continuing students with uninterrupted attendance and demonstrating satisfactory progress, exclusive of summer session, should refer to the College Catalog in effect at the time of their initial enrollment. A continuing student is one who has completed a minimum of one course per semester, except that completion with a “W” will be accepted for one semester only.

Prior to the end of the semester in which the application is filed, students will be notified by mail of their degree/certificate evaluation.

Students who do not complete requirements must submit a new application during the first 6 weeks of the semester in which they expect to meet requirements. Students successfully completing all requirements will be NOTIFIED THROUGH U.S. MAIL when their degree/certificate is ready for pick-up, based on the following schedule:

- Students completing all requirements by the end of the Fall Semester will have the degree/certificate ready after June 15.
- Students completing all requirements by the end of the Spring Semester will have degree/certificate ready after August 15.
- Students completing all requirements by the end of Summer Session will have degree/certificate ready after September 15.

Students Must Present The Notification Card And Proper Photo Identification When Picking-up Degree/ Certificate. Diplomas and/Certificates will be held for only one year after the Diploma/Certificate graduation date. Qualified graduates who do not pick-up their Diploma/Certificate within the above time frame must submit a request for a duplicate Diploma/Certificate and will be assessed a fee for duplicate preparation.

HOPE SCHOLARSHIP TAX CREDIT

According to federal tax credit legislation, students who are enrolled at least half-time (6 or more UNITS) on census day and who have paid enrollment fees may be able to deduct their enrollment fees on their federal income tax. For more information and the necessary forms, go to the Admissions Office (JH-Lobby), the Business Office (JH-109) or Financial Aid Office (JH-214) and ask for IRS form W-9.

LIMITED ENGLISH PROFICIENCY

Occupational education classes are open to all students. The lack of proficiency in English is no barrier to enrollment in occupational educational courses, although the college suggests that students who are deficient in English use the services of the college that we provide for persons who are limited in English proficient or speak English as a second language.

ESTUDIANTES CON FALTA DE COMPETENCIA EN LENGUA INGLESA

Los cursos relacionados con la educación para carreras intermedias u ocupacionales gozan de disponibilidad para todos los estudiantes. La falta de competencia en lengua inglesa no constituye barrera alguna para poder inscribirse en dichos cursos. Por otro lado, el plantel les sugiere a aquéllos que aún no dominan el inglés que hagan uso de los servicios que la institución les ofrece a tales personas.
Student parking permits are available for purchase at the Business Office, JH-113, or on the Web after registering (decals will be mailed).

A valid college parking permit and a DMV placard must be displayed on any vehicle parked in a designated handicapped stall. Students with a verified disability should go to the Disabled Students Program and Services Office, E-110, to arrange for an accommodation.

**STUDENT PARKING PERMIT SALES, REFUNDS AND EXCHANGES**

Inquiries regarding the College’s parking should be directed to the following offices during normal business hours: Parking Rules, Regulations, Permit Use, and Enforcement: College Sheriff’s Department, CY-150, (213) 763-3600 Permit Sales, Refunds, and Exchanges: Business Office, JH-Lobby, (213) 763-7225. College Sheriff’s Department personnel are on duty 24 hours a day, seven days a week to assist with permit use and enforcement issues.

**TRANSPORTATION**

The college is located near the intersection of the Harbor and Santa Monica freeways, and is directly across the street from the Metro Blue and Expo-Rail. In addition to the light rail system, there are more than 40 bus lines stopping at or within two blocks of the College. For more information, please consult the College website at LATTC.edu.

**SEXUAL ASSAULT**

The policy of the Los Angeles Community College District is committed to providing a safe environment for its students, faculty, and staff. The Los Angeles Community College District Board of Trustees condemns any act of sexual assault committed on any of its facilities. In the event of sexual assault committed on grounds or in facilities maintained and/or used by the District, any victim of a sexual assault who is one of the District’s students, faculty, staff, or visitors shall promptly receive appropriate treatment and full and accurate information. Individuals who commit sexual assault while on properties within the control of the District shall be subject to appropriate criminal prosecution and/or District disciplinary procedures.

Confidentiality is fundamental to all aspects of cases dealing with sexual assault. The names of sexual assault victims shall not be revealed by persons responsible for implementing and enforcing the provision of this Chapter, except with the consent of the victim. College Sheriff’s Department, (213) 763-3611, Building CY-150.

Please contact Dr. Mary Gallagher on 213-763-7040 for information about making a complaint of unlawful discrimination or harassment

**SMOKING/NON-SMOKING POLICY**

Smoking is not permitted in any classroom or other enclosed facility or adjacent entrances and exits, porches, decks and stairwells. Smoking is permitted only in designated areas.

**SOCIAL SECURITY NUMBERS/STUDENT IDENTIFICATION NUMBER**

Effective July 24, 2006, Los Angeles Community College District will no longer use the social security number as a student identifier. State Law requires the college district to issue a separate student identification number to identify students which will help protect the confidentiality of students’ social security numbers. However, for financial aid purposes, social security numbers will be required.

**STANDARDS OF STUDENT CONDUCT**

A student enrolling in one of the Los Angeles Community Colleges may rightfully expect an environment in which there is freedom to learn. This in turn requires that there be appropriate conditions in the classroom and on the campus. To this end, all persons shall respect and obey civil and criminal law, and shall be subject to legal penalties for violation of laws of the city, county, state and nation. All visitors making use of the facilities or grounds of any college of the District will be expected to abide by the Standards of Conduct and the rules relating to campus visitors adopted by the Board of Trustees. Violations of all such rules and regulations, may result in disciplinary action depending on the individual’s status as student, faculty, staff or visitor. Violations of rules and regulations include but are not limited to the following:

**BOARD RULE 6201.12:** Competency Requirement. Students entering prior to Fall 2009 must demonstrate competence in reading, in written expression, and in mathematics. This requirement may be met by achieving a grade of “C” or better in appropriate courses, recommended by the District Academic Senate, and approved by the Chancellor or by achieving a passing score on an examination or examinations recommended by the District Academic Senate and approved by the Chancellor.

Effective for all students entering on or after the Fall 2009 semester, competence in written expression shall be demonstrated by obtaining in satisfactory grade in English 101, or another English course at the same level and with the same rigor as recommended by the District Academic Senate and approved by the Chancellor. Competence in mathematics shall be demonstrated by obtaining a satisfactory grade in Mathematics 125 (Intermediate Algebra), or another mathematics course at the same level and rigor, or higher, and with elementary algebra or higher as a prerequisite, as recommended by the District Academic Senate and approved by the Chancellor.

The competency requirements in written expression or mathematics may also be met by completing an assessment, conducted pursuant to Title 5, CCR, section 55500 and achieving a score determined to be comparable to satisfactory completion of English 101 or Mathematics 125 respectively. That is, students may either place into English or mathematics courses above level of English 101 or Mathematics 125, or they may achieve a satisfactory score on a competency exam or other approved exam as recommended by the District Academic Senate and approved by the Chancellor.

The competency requirements may also be met by obtaining a satisfactory grade in courses with English and mathematics content (but taught in subjects other than English and mathematics), which require entrance skills at a level equivalent to those necessary for English 101 and Mathematics 125, respectively, and are taught at the same level and with the same rigor. The District Academic Senate shall recommend such courses to the Chancellor for approval.

**BOARD RULE 6202:** CATALOG RIGHTS. For these purposes, a catalog year is defined as beginning fall semester and continuing through the proceeding summer. A Student remaining in College District may elect to satisfy the degree, certificate or graduation requirements in effect at the college from which the student will either earn his/her degree, certificate or graduate:

1. At the time the student began such attendance at the college, or
2. At the time of graduation.

For the purposes of implementing this policy, the college may develop a policy to:

1. authorize or require substitutions for discontinued courses; or
2. require a student changing his/her major to complete the major requirements in effect at the time of the change;
3. allow students to select an intervening catalog in years between time student began continuous attendance and time of graduation.

The college’s policy shall be developed in consultation with the college Academic Senate in accordance with the provisions of Chapter XVIII of the Board Rules - ACADEMIC SENATE AND THE BOARD OF TRUSTEES SHARED GOVERNANCE POLICY, and published in all college catalogs under appropriate headings.

This policy does not apply to college programs which are governed or regulated by outside government agencies or which require licensure or certification through one of these agencies.
BOARD RULE 6703.11: Acceptance of Credits
All courses and UNITS used to satisfy LACCD curriculum requirements, including graduation requirements (Chapter VI, Article II, LACCD Board Rules), educational program requirements (Board Rule 6708) and transfer core curriculum requirements (Board Rule 6600), shall be from accredited institutions, unless otherwise specified in this Board Rule.

For purposes of this Board Rule, “accredited institution” shall mean a postsecondary institution accredited by an accreditation agency recognized by either the U.S. Department of Education or the Council on Postsecondary Accreditation. It shall not mean an institution “approved” by the California Department of Education or by the California Council for Private Postsecondary and Vocational Education.

Courses accepted, which have a grade of “C- (C minus grade)” do not satisfy any LACCD curriculum requirement that requires a grade of “C” or higher.

BOARD RULE 6703.17: Remedial Coursework Limit
a. A student’s need for remedial coursework shall be determined using appropriate assessment instruments, methods, or procedures administered pursuant to Title 5, CCR, subchapter 6 (commencing with section 55500). However, except as provided in subdivision (c) of this Board Rule, no student shall receive more than 30 semester UNITS of credit for remedial coursework. Students having exhausted the unit limitation shall be referred for further remedial work to appropriate noncredit courses provided by a college, adult school, community-based organization, or other appropriate local provider.

b. For the purpose of this section, “remedial coursework” refers to nondegree-applicable basic skills courses as defined in Title 5, CCR, of section 55500.

c. The following students are exempted from the limitation on remedial coursework described in subdivision (a) of this Board Rule: (1) Students enrolled in one or more courses of English as a Second Language (ESL); (2) Students identified by the district as having a learning disability as defined in section 56036.

d. Colleges may provide a waiver of the limitation on remedial coursework with respect to any student who shows significant, measurable progress toward the development of skills appropriate to his or her enrollment in degree-applicable credit courses. Each college, in consultation with its Academic Senate, shall develop procedures for determining whether a student has “significant, measurable progress toward the development of skill appropriate to his or her enrollment. Such procedures shall take into account the student’s course taking pattern, grades, and intra and inter-semester persistence. Such waivers will only be granted for specified periods of time or for specified numbers of UNITS.

e. A student who does not attain full eligibility status for degree-applicable credit courses within the limit described in subdivision (a) of this section shall, unless provided with a waiver, be restricted to taking only noncredit courses, nondegree-applicable courses which do not involve remediation, and those degree-applicable credit courses which do not have basic skills prerequisites or advisories on recommended preparation.

f. A student may, upon successful completion of appropriate “remedial coursework,” or upon demonstration of skills levels which will reasonably assure success in degree-applicable credit courses, request reinstatement to proceed with such coursework.

BOARD RULE 9803.10: Willful Disobedience. Willful disobedience to directions of College officials acting in the performance of their duties.

BOARD RULE 9803.11: Violation of College Rules and Regulations. Violation of College rules and regulations, including those concerning student organizations, the use of College facilities, or the time, place, and manner of public expression or distribution of materials.

BOARD RULE 9803.12: Dishonesty. Dishonesty, such as cheating, or knowingly furnishing false information to the colleges.

BOARD RULE 9803.13: Unauthorized Entry. Unauthorized entry to or use of the college facilities.

BOARD RULE 9803.14: College Documents. Forgery, alteration, or misuse of college documents, records, or identification.

BOARD RULE 9803.15: Disruption of Classes. Obstruction or disruption of classes, administration, disciplinary procedures, or authorized college activities.

BOARD RULE 9803.16: Theft of or Damage to Property. Theft of or damage to property belonging to the college, a member of the college community, or a campus visitor.

BOARD RULE 9803.17: Interference With Peace of College. The malicious or willful disturbance of the peace or quiet of any of the Los Angeles Community Colleges by loud or unusual noise, or any threat, challenge to fight, fight, or violation of any rules of conduct as set forth in this Article. Any person whose conduct violates this section shall be considered to have interfered with the peaceful conduct of the activities of the college where such acts are committed.

BOARD RULE 9803.18: Assault or Battery. Assault or battery, abuse or any threat of force or violence directed toward any member of the college community or campus visitor engaged in authorized activities.

BOARD RULE 9803.19: Alcohol and Drugs. Any possession of controlled substance which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230, any use of controlled substances the possession of which are prohibited by the same, or any possession or use of alcoholic beverages while on any property owned or used by the District or colleges of the District. “Controlled substances,” as used in this section, include but are not limited to the following drugs and narcotics:

- opiates, opium and opium derivatives
- mescaline
- hallucinogenic substances
- peyote
- marijuana
- stimulants and depressants
- cocaine

BOARD RULE 9803.20: Lethal Weapons. Possession, while on a college campus or at a college- sponsored function, of any object that might be used as a lethal weapon is forbidden all persons except sworn peace officers, police officers, Sheriff, and other governmental employees charged with policing responsibilities.

BOARD RULE 9803.21: Discriminatory Behavior. Behavior while on a college campus or at a college-sponsored function, inconsistent with the District’s non-discrimination policy, which requires that all programs and activities of the Los Angeles Community College District be operated in a manner which is free of discrimination on the basis of race, color, national origin, ancestry, religion, creed, sex, pregnancy, marital status, sexual orientation, age, handicap or veterans status.

BOARD RULE 9803.22: Unlawful Assembly. Any assemblage of two or more persons to 1) do an unlawful act, or 2) do a lawful act in a violent, boisterous or tumultuous manner.

BOARD RULE 9803.23: Conspiring to Perform Illegal Acts. Any agreement between two or more persons to perform illegal acts.
BOARD RULE 9804: Interference with classes. Every person who, by physical force, willfully obstructs, or attempts to obstruct, any student or teacher seeking to attend or instruct classes at any of the campuses or facilities owned, controlled or administered by the Board of Trustees of the Los Angeles Community College District, is punishable by a fine not exceeding five hundred dollars ($500) or imprisonment in a county jail not exceeding one year, or both such fine and imprisonment. As used in this section, “physical force” includes, but is not limited to, use of one’s person, individually or in concert with other, to impede access to or movement within or otherwise to obstruct the students or teachers of the classes to which the premises are devoted.

BOARD RULE 9805: Interference with performance of duties of employees. Every person who attempts to cause, or causes, any officer or employee of any of the Los Angeles Community Colleges or any public officer or employee to do or refrain from doing, any act in the performance of his/her duties, by means of a threat to inflict any injury upon any person or property, is guilty of a public offense.

BOARD RULE 9805.10: Assault or abuse of instructor. Every parent, guardian, or other person who assaults or abuses any instructor employed by the District in the presence or hearing of a community college student or in the presence of other community college personnel or students and at a place which is on District premises or public sidewalks, streets, or other public ways adjacent to school premises, or at some other place where the instructor is required to be in connection with assigned college activities is guilty of a misdemeanor.

BOARD RULE 9806: Unsafe Conduct. Conduct which poses a threat of harm to the individual and/or to others. This includes, but is not limited to, the following types of conduct: Unsafe conduct in connection with a Health Services Program (e.g., Nursing, Dental Hygiene, etc.); failure to follow safety direction of District and/or college staff; willful disregard to safety rules as adopted by the District and/or college; negligent behavior which creates an unsafe environment.

DISCIPLINARY ACTION
Community college districts are required by law to adopt standards of student conduct along with applicable penalties for violation. The Los Angeles Community College District has complied with this requirement by adopting Board Rule 9803, Standards of Student Conduct (See above). Board Rule 9804, Student Discipline Procedures, provides uniform procedures to assure due process when a student is charged with a violation of the Standards of Student Conduct. Disciplinary measures may be taken by the College independently of any charges filed through civil or criminal authorities, or both. Copies of the Student Discipline Procedures are available in the Vice President of Student Services Office, JH-514, (213) 763-7078.

STUDENT GRIEVANCE PROCEDURES
The purpose of the Student Grievance Procedures is to provide a prompt and equitable means for resolving student grievances. The procedures enumerated in Administrative Regulation E-55 shall be available to any student or applicant for admission, who believes a College decision or action has adversely affected his or her status, rights, and/or privileges as a student. The procedures shall include, but not be limited to, alleged violations of Title IX of the Higher Education Amendments of 1972 (and applicable regulations), grievances relating to disabled students as defined by Section 504 of the Rehabilitation Act of 1973, and grievances relating to course grades to the extent permitted by Education Code Section 76224(a). Section 76224(a) provides:

“When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.” For additional information, contact the college Ombudsperson at (213) 763-7040.

OMBUDSPERSON
Pursuant to the Student Grievance Procedure, the College Ombudsperson has been appointed by the President to assist the student in obtaining informal resolution of his or her grievance. If an informal resolution is not obtained, then the Ombudsperson will arrange for the formation of a Grievance Hearing Committee to hear the student’s grievance and will facilitate the hearing process pursuant to District Administrative Regulation E-55. The Compliance Officer may be contacted at (213) 763-7040.

STUDENT RECORDS AND DIRECTORY INFORMATION
The Los Angeles Community College District, in compliance with Federal and State law, has established policies and procedures governing student records and the control of personally identifiable information. The Los Angeles Community College District recognizes that student records are a confidential matter between the individual student and the College. At the same time the District has a responsibility to fulfill public information needs (i.e., information about students participating in athletics, announcement of scholarships and awards, etc.). To meet this responsibility the District may release Directory Information unless the student states in writing that he or she does not want it released. The responsibility for carrying out these provisions is charged to the College Records Officer, designated by the chief administrative officer on each campus. The Records Officer may be contacted via the Office of Admissions. Copies of Federal and State laws and District policies and procedures are maintained by the Records Officer and are available for inspection and inquiry. No information may be given via telephone request.

All student records maintained by the various offices and departments of the College, other than those specifically exempted by law, are open to inspection by the student concerned. The accuracy and appropriateness of the records may be challenged in writing to the Records Officer. A student has the right to receive a copy of his or her record, at a cost not to exceed the cost of reproduction. (Requests for transcripts should be made directly to the Office of Admissions).

No student records, including Directory Information, will be released without the written consent of the student concerned except as authorized by law. A log of persons and organizations requesting or receiving student record information is maintained by the Records Officer. The log is open to inspection only to the student and the community college official or his or her designee responsible for the maintenance of student records.

Directory Information includes the student’s name, city of residence, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. This information will not be released to anyone if the student marks “NO” on question #28 on the College Application or if the student marks “NO” on the College’s Release of Directory Information form. This form is available in the Admission Office, JH-Lobby.

In addition, under federal law, the military is entitled to receive the following student information for recruitment purposes: student directory information as defined above, student address, telephone number, date and place of birth, and major field of study. This information will not be released to the military if the student marks “NO” on question #28 on the College Application or if the student marks “NO” on the College’s Release of Directory Information form.

All inquiries regarding student records, Directory Information, and policies for records access, release, and challenge should be directed to the Records Officer via the Office of Admissions. Students have the right to file a complaint with the United States Department of Education concerning alleged violations of Federal and State laws governing student records.
STUDENT RIGHTS AND RESPONSIBILITIES

All students are urged to carefully read the General Information section of the College Catalog. It is the utmost importance that you understand the Standards of Student Conduct as outlined in the Catalog.

STUDENT RIGHT TO KNOW

Graduation Rates

In compliance with the Student-Right-to-Know and Campus Security Act of 1990, the graduation rate of full-time, certificate or degree seeking students who entered in the Fall 1999 semester and graduated no later than academic year 2001-2002 is 21.6%; the Transfer rate is 35.1%

More information about Student Right-to-Know Rates can be found at the California Community Colleges “Students Right-to-Know Rates Information Clearinghouse Website” located at http://srtk.cccco.edu.

Crime Reporting Procedures

Safety at Los Angeles Trade-Technical College is everybody’s concern. The Los Angeles Community College District maintains a Sheriff’s Department in operation 24 hours a day. Any criminal activity can be reported at any time of day or night by calling extension (213) 763-3611 from any college phone or *80 from any pay phone. The college Sheriff’s Department office is located in CY-150, on the northwest corner of 21st Street and Grand Avenue.

Campus Security Act-The Cleary Act (Annual Reports)

Los Angeles Trade-Technical College, in compliance with the Federal Student Right to Know and Campus Security Act of 1990, provides the campus crime statistics for three calendar years. Listed on next page are the campus crime statistics for 2009, 2010, and 2011 calendar years.

The College Security Report is also posted at the College Sheriff’s office website which can be accessed through the web address: http://college.lattc.edu/sheriff/crime-statistics. A paper copy of the report is also available upon request at the college Sheriff’s office. CY-150.

Transcripts are available to students upon written request. Transcript Request Forms are available in the Admissions Office (JH-102). District policy prohibits the acceptance of Transcript Requests over the phone. Please consult the Admissions and Records Office for fees and time schedules for delivery.

Verification of Enrollment

Verification of the Student’s Enrollment may be obtained upon written request. Verification Request Forms are available in the Admissions Office (JH-102). District policy prohibits the acceptance of Verification Requests over the phone. Please allow ten (10) working days for processing. Requests for Verification of Enrollment by Agencies or Individuals other than the student must be accompanied by a signed release.

Viewing Your Records

Under the provisions of the Family Education Rights and Privacy Act of 1974 students may see their records by making an appointment with a counselor for this purpose.

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<thead>
<tr>
<th>OFFENSES REPORTED</th>
<th>OCCURRENCES</th>
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<td>MISCELLANEOUS REPORTS</td>
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Summary of The LACCD Policy 2012
Prohibited Discrimination and Harassment

The Policy
It is the policy of the Los Angeles Community College District to provide an educational, employment and business environment free from Prohibited Discrimination. Employees, students or other persons acting on behalf of the District who engage in Prohibited Discrimination as defined in this policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion or termination of contract.

Academic Freedom
The Board of Trustees reaffirms its commitment to academic freedom, but recognizes that academic freedom does not allow Prohibited Discrimination. The discussion of ideas, taboos, behavior or language which is an intrinsic part of the course content shall in no event constitute Prohibited Discrimination, though such ideas may cause some students discomfort. It is recognized that academic freedom insures the faculty's right to teach and the student's right to learn.

Definition of Prohibited Discrimination
Prohibited Discrimination is defined as discrimination or harassment in violation of state or federal law on the basis of actual or perceived ethnic group identification, race, color, national origin, ancestry, religion, creed, sex (including gender-based sexual harassment), pregnancy, marital status, cancer-related medical condition of an employee, sexual orientation, age, physical or mental disability, or veteran status.

Definition of Sexual Harassment
Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting.

Retaliation
Retaliation means adverse personal, employment or academic decisions made against anyone who makes a complaint, refers a matter for investigation, participates in an investigation, represents or serves as an advocate for a complainant or alleged offender.

False Allegations
Anyone who files a complaint in which he/she knowingly makes false allegations of fact shall also have violated this policy and shall be subject to disciplinary action.

Confidentiality
All persons involved in investigation of complaints shall have a duty to maintain the confidentiality of the matters discussed, except as may be required or permitted by law, which include the rules and regulations of the District.

A complete record of each complaint and investigation shall be kept by the Director of Diversity Programs. A Compliance Officer shall undertake efforts to informally resolve and investigate the charges. This process is limited to 30 days. If a resolution is reached, a Compliance Officer shall draft a Settlement Agreement to be signed by the complainant and the alleged offender. A Compliance Officer shall monitor the situation to insure that the resolution is properly implemented and maintain records.

Complaint Procedure
A written complaint must be filed on the prescribed Los Angeles Community College Complaint form. Employment based complaints shall be filed within 180 days. Non-employment based complaints shall be filed no later than one year from the date when the complainant knew or reasonably should have known of the facts underlying the complaint.

Compliance Officer's Report
Within 60 days after becoming aware of a potential violation of this policy, a Compliance Officer shall complete the investigation and make a written report to the College President or Deputy Chancellor.

Appeals
If the complainant is not satisfied with the Written Decision, he/she may appeal to the District's Board of Trustees by submitting a written appeal to the Chancellor's Office within 15 days.

Additional Remedies
The complainant may pursue independently civil law remedies, including but not limited to injunctions, restraining orders, or other orders. An individual who believes that he/she is the victim of Prohibited Discrimination may also file a complaint with the Department of Fair Employment & Housing at (800) 884-1884, the Equal Employment Opportunity Commission at (213) 994-1000, for employment based complaints; and the Department of Education, Office for Civil Rights at (415) 356-4275, for non-employment complaints whether or not the complainant chooses to utilize the District's internal procedure. Complaints may also be filed with the State Chancellor's Office.

This is an excerpt. The specific Rules and Procedures for reporting charges of Prohibited Discrimination and for pursuing available remedies are incorporated in the Board Rules in Chapter 15, Board Rules 1501-1522.
What You Can Do About
Prohibited Discrimination and Harassment

Any member of the college community which includes students, faculty, staff, other LACCD employees and general public who believes, perceives or has actually experienced conduct related to LACCD that may constitute prohibited discrimination or harassment, has the right to seek help. Everyone has the responsibility and obligation to report such conduct.

- Talk to the Offender
  Often problems will stop once the offender realizes the conduct is unacceptable.

- Put it in Writing
  Let the offender know that you don’t like being treated this way and will report him/her unless it stops.

- Keep a Record
  Record the date, time, place and names of witnesses and describe the exact nature of the incident.

- Don’t Ignore It
  Ignoring prohibited discrimination and hoping it will not be repeated is the most common reaction, yet it is the most ineffective way to deal with such incidents.

- Contact the Office of Diversity Programs
  Prohibited discrimination should be reported immediately to the Office of Diversity Programs or to a designated college administrator who will forward the complaint to the Office of Diversity Programs.

Compliance Officers are always available to confidentially discuss any possible discrimination or sexual harassment complaint.

You have the right!

You have the right!
YOU HAVE THE RIGHT!

- To work and study in an atmosphere free of harassment and discrimination
- To be judged by the same criteria as all others, not by standards that are less demanding, or more rigorous, or different in any way
- To complain, free of retaliation

Discrimination may include, but is not limited to the following type of behavior:

- exclusion from employment opportunities such as training, transfer or promotion
- allocation of poor grades based on one’s protected class
- denial of reasonable accommodation because of a disability
- decisions based on stereotypes or assumptions about one’s abilities, traits or performance

Sexual harassment may include, but is not limited to the following type of conduct:

- unwelcome, unsolicited contact with sexual overtones (written, verbal, physical and/or visual contact)
- unwelcome pressure for dates
- display of sexually suggestive objects, cartoons, posters
- request for sex in exchange for grades, recommendations, job opportunities

Office of Diversity Programs

(213) 891-2317
diversityprograms@laccd.edu
laccd.edu/diversity

Los Angeles Community College District

Board of Trustees - Kelly G. Candaele • Mona Field • Tina Park • Nancy Pearlman • Miguel Santiago • Scott J. Svonkin • Steve Veres
District Administration - Dr. Daniel J. LaVista, Chancellor • Dr. Adriana Barrera, Deputy Chancellor • Dr. Yasmin Delahoussaye, Vice Chancellor for Educational Programs and Institutional Effectiveness • Felicity Cajayon, Vice Chancellor for Economic and Workforce Development • Thomas Hall, Interim Executive Director, Facilities Planning & Development • Camille Goulet, General Counsel • Jeanette Gordon, Chief Financial Officer/Treasurer

Office of Diversity Programs: (213) 891-2317
CAMPUS OFFICES & SERVICES

ADMISSION AND RECORDS
(213) 763-5300
Location: Student Services Building, JH-Lobby
Office hours are Monday to Thursday 8:00 a.m. to 7:00 p.m. and Friday 8:00 a.m. to 3:00 p.m. Services include admission to the college, registration, maintenance and protection of students’ records, receiving and processing grade rosters and other related documents, evaluation of certificates and graduation applications, processing transcripts and petitions, and verifying student enrollment.

BRIDGES TO SUCCESS CENTER
(213) 763-5560
Location: Student Services Building, JH-316
E-mail: bridge@lattc.edu
The Bridges to Success Center is a gateway to college for those students that are still enrolled in K-12 grades, wish to take noncredit and continuing education, adult students who had not considered college before and immigrants/second language learners. We help students earn their high school diplomas and GEDs, start college early, enter short-term career training that prepares them for high demand careers, strengthen their basic academic skills and prepare them to successfully enter the workplace. We are a one-stop center that provides our students with high-touch services to make their transition to college a smooth one.

CAREER CENTER
(213) 763-7104
Location: RH-107A
The Career Center’s mission is to promote effective career counseling and planning. Experienced staff assist students with career options and provide career assessments, interpretations, guidance and assist students with developing career objectives and educational opportunities. Hours are: Monday – Thursday, 9:00 a.m. – 5:00 p.m.; Friday, 9:00 a.m. – 2:00 p.m.

CHILD DEVELOPMENT CENTER
(213) 763-3690
Location: Corner of Olive & 21st
The Campus Child Development Center provides free or low cost childcare to eligible parents who attend classes, job training, and/or are working. The Center serves children between the ages of 16 months and 5 years old, Hours are from 6:30 a.m. to 4:00 p.m., Monday through Friday.

COOPERATIVE AGENCIES RESOURCES FOR EDUCATION (C.A.R.E.)
(213) 763-7117
Location: Student Services Building, JH205
The CARE is a special program for a unique group of EOPS students. The CARE program provides additional services to students who are single parents, head-of-household, receive public assistance (AFDC), and have at least one child age 14 or younger. Hours are Monday-Thursday: 8:00 a.m. – 7:00 p.m., Fridays: 8:00 a.m. – 4:00 p.m.

COUNSELING SERVICES
(213) 763-7354
Location: Student Services Building, JH-416
Counselors are available to provide academic, vocational, personal, and support services to students. It is recommended that students who have attended other colleges bring copies of transcripts from those colleges for review. Counseling Center hours: 8:00 a.m. – 7:00 p.m., Monday through Thursday & 8:00 a.m. – 3:00 p.m., Friday. Appointments are available beginning the third week of each term.

DISABLED STUDENT PROGRAM & SERVICES (DSP&S)
(213) 763-3773
Location: EL-110
The Disabled Student Services Program provides specialized counseling, priority registration, parking (with medical verification). With documentation, arrangements will be made for interpreters, test proctoring, note-taking, tutoring, and other related services. Office hours are Monday through Thursday, 8:30 a.m. – 1:00 p.m. & 2:00 p.m. – 4:30 p.m.

*** ATTENTION DISABLED PLACARD HOLDERS ONLY****
If the elevator for the F building is not functioning. You may call the Sheriff’s Office for an escort. Please call 213-763-3600 or you may also use the emergency blue phone next to the elevator.

EXTENDED OPPORTUNITY PROGRAM AND SERVICES (EOPS)
(213) 763-7097/7117
Location: Student Services Building, JH-205
Extended Opportunity Program and Services (EOPS) is designed to supplement existing college programs and to provide assistance to financially and educationally disadvantaged full-time students. EOPS services include: counseling (academic, career, personal), priority registration, tutoring, personal development courses and assistance with books and supplies. Hours: Monday through Thursday, 8:00 a.m. to 7:00 p.m., Friday: 8:00 a.m. to 4 p.m.

FINANCIAL AID SERVICES
(213) 763-7082
Location: Student Services Building JH-214
Los Angeles Trade-Technical College offers federal and state financial aid to applicants who demonstrate that they can meet only a fraction of the cost required to attend college. Trade-Tech offers the following programs:
• Federal Pell Grant and Federal Work Study (FWS)
• Board of Governors Fee Waivers
• Scholarships
• Federal Supplemental Educational Opportunity Grant (FSEOG)
• Federal Perkins Loans
• Federal Direct Loans
• California State Grants (Cal Grants)
Students can apply for one or more of these programs by filing a Free Application for Federal Student Aid (FAFSA). For additional information, contact the Financial Aid office or stop by and pick up an “Information Guide”, your guide to financial aid programs and services in the Los Angeles Community College District. For detailed explanations related to obtaining and using financial aid, please call for an appointment with a Financial Aid Technician. Office hours: 8:00 a.m. – 7:00 p.m., Monday-Thursday and 8:00 a.m. – 3:00 p.m., Friday.
*Starting Fall 2010, students will get their financial aid funds deposited into their Higher One Debit Card or the bank account of their choice.

IMPORTANT NOTICE: You may have to repay federal funds if you are paid for...
classes you did not attend or stopped attending. Contact the Financial Aid Office before withdrawing from your classes! (213) 763-7082, Student Services Building, JH-214.

You may have to repay federal funds if you are paid for classes you did not attend or stopped attending. Contact the Financial Aid Office before withdrawing from your classes! (213) 763-7082, Student Services Building, JH-214. You must declare a valid educational goal and update your institutional charge authorization form in the Student Information System to receive your financial aid funds.

Effective July 1, 2012, students are now limited to 12 semesters (or 600%) of Pell Grant eligibilities during their lifetime. This change affects all students regardless of when or where they received their first Pell Grant. Students that are currently receiving Pell Grant in 2011-2012 and have already used 600% of their Pell Grant eligibilities will no longer eligible to receive a Pell Grant starting July 1, 2012.

Effective July 1, 2012, all students who start the college program after this date must have a high school diploma or GED, pass the CA Proficiency Examination, or complete home schooling to receive financial aid. Passing the ATB or successfully completing six units college credits are no longer considered as an equivalency to high school diploma.

Effective July 1, 2012, interest subsidy during the six-month grace period is eliminated for new Stafford Loans made on or after July 1, 2012, and before July 1, 2014. The repayment period still begins 6 months after the student is no longer enrolled at least half-time, but interest that accrues during those six months will be payable by the student rather than be subsidized by the federal government.

GAIN/CALWORKS
(213) 763-7109
Location: Student Services Building, JH-403
GAIN/CaLWORKs is a job training program that provides extensive services for the participants receiving Temporary Aid for Needed Families (TANF). Educational services; academic, career and personal counseling and case management; job development/placement, work-study, child care, and assistance with the cost of books and supplies are some of the services provided. Office hours: Monday – Friday, 8:00 a.m. – 4:00 p.m., and posted evening hours.

INFORMATION CENTER
(213) 763-5337
Location: Student Services Building - JH-Lobby.
The Information Center provides general information about the campus, programs and services LATTIC has to offer. Bilingual student employees are also available to assist the ESL population with their inquiries. Office hours: 8:00 a.m. – 7:00 p.m., Monday through Thursday, 8:00 a.m. – 3:00 p.m., Friday.

INTERNATIONAL STUDENTS (F-1 VISA)
(213) 763-5345
Location: Student Services Building, JH-415
Los Angeles Trade-Technical College (LATTIC) welcomes applications from international students. We also accept transfer applications for F-1 Visa students currently studying in the U.S. as well as Change of Status applications for visitors who currently have other visas. Applications may be obtained by contacting the office or on-line. Office Hours: Mon-Thurs. 9:00 am - 5:00 pm, Fri. 9:00 am - 3:00 pm. Office hours are subject to change. Please call for an appointment. Website: http://college.lattc.edu/international/ Email: intstud@lattc.edu

LIBRARY
Circulation: (213) 763-3950
Reference Desk: (213) 763-3958
Location: Bungalow North & South Buildings

MATRICULATION
(213) 763-5348
Location: Student Services Building, JH-303
Matriculation services at Trade-Tech are designed to maximize student’s opportunities to succeed. Services include: Basic Skills assessments and Accuplacer exams; in-person orientation; and “Early Alert” services providing mid-semester evaluation of your academic progress. The Matriculation Office is located in JH-303. Office hours: Monday, Tuesday, Thursday, 8:00 a.m. – 4:00 p.m.; Wednesday, 8:00 a.m. – 7:00 p.m., Friday, by appointment.

PUENTE PROJECT
(213) 763-3771
Location: Student Services Building, JH-413
http://college.lattc.edu/puente
The Puente Project is an academic preparation program whose mission is to increase the number of educationally disadvantaged students to transfer to a college or a university, earn college degrees and return to the community as members and leaders for future generations. Puente uses a combination of teaching, counseling and mentoring to achieve its educational objectives. For more information about the program, contact Puente Office. Hours: Tuesday & Thursday, 8:30 a.m. – 4:00 p.m.

STUDENT ACTIVITIES OFFICE
(213) 763-7205
Location: RH-105
This office coordinate extracurricular educational and social activities for students, including: clubs, ethnic/cultural programs, Deans and President’s Awards ceremonies, social dances, blood drives, and the Associated Student Organization (ASO) Council. Office hours: 8:00 a.m. - 6:00 p.m., Monday to Thursday and 8:00 a.m. - 4:00 p.m. on Fridays.

STUDENT EMPLOYMENT CENTER
(213) 763-7124
Location: RH-107A
This office assists students in finding full, part time or temporary jobs, and offers personal assistance with resumes and cover letters. It provides employment information to alumni related to their academic/ vocational program. Individual employment advisement is available by appointment. Office hours: 8:00 a.m. – 1:00 p.m. & 3:00 p.m. – 6:00 p.m., Monday – Thursday, 8:00 a.m. – 1:00 p.m., Friday.

STUDENT HEALTH CENTER
(213) 763-3764
Location: EL-102
The Student Health Center offers non-emergency healthcare services to students, including preventative health education, physician services, and women’s health. Hours are: Monday & Wednesday, 8:00 a.m. - 6:00 p.m. Tuesday & Thursday 8:00 a.m. - 4:00 p.m., Friday 8:00 a.m. - 2:00 p.m.
UMOJA PROGRAM
(213) 763-7102 & 7116 ; Coordinator: Derek Majors
Location: Student Services Building, JH-217
Umoja is a Ki-Swahili (African) word for Unity. The Umoja Program is a community and critical resource dedicated to enhancing the cultural and educational experiences of African-American and other students. Umoja believe that when the voices and histories of students are deliberately and intentionally recognized, the opportunity for self-efficacy emerges and the foundation is formed for potential academic success. The following services are provided:
• Cultural events, field trips, and workshops
• Personal Development Classes (College Survival)
• Math & English Classes
• Umoja Counseling
• Mentoring & Life Coaching
• Career & Personal Development
• Financial Aid Services

UNIVERSITY TRANSFER CENTER
(213) 763-7154
Location: Student Services Building, JH-203
http://college.lattc.edu/transfer/
The University Transfer Center provides services to students interested in transferring to a four-year college or university, including workshops, appointments with visiting representative and trips to colleges and universities. Office hours: Monday- 9:00 a.m. to 6:00 p.m., Tuesday-Wednesday, 9:00 a.m. to 3:30 p.m., Thursday 9:00 a.m. to 4:00 p.m., and Friday 9:00 a.m. to 1:00 p.m.

Get involved in
ASO!
Associated Student Organization
Gain leadership experience?
Make lifelong friends?
Want to get involved on campus, but don’t know how?
Learn more about Student Government?
Come discover the leader within you!

Multi-Cultural Events
Clubs
Conferences
Discounts
Fundraisers

Student Activities Office
Building C
Room 105
(213) 763-7200
LOS ANGELES TRADE-TECHNICAL COLLEGE FOUNDATION

OUR MISSION...

The Foundation shall endeavor to secure financial support and resources for the promotion of Los Angeles Trade-Technical College as a unique educational center focused on creativity, critical thinking and experiential curricula. Such support shall provide scholarships, faculty grants, capital improvements, and other development deemed vital to the spirit, purpose, obligations and aspirations of the College and its community.

The Foundation shall assist in promoting and continuously improving the College as a valuable community resource for students seeking vocational and technical education, career advancement and life-long learning opportunities.

The Foundation believes that the fulfillment of its mission will greatly aid the College in fostering a self-perpetuating environment of opportunity and industry for Downtown Los Angeles and throughout the rest of the city and region.

WHO WE ARE...

Established in 1983, the Los Angeles Trade-Technical College Foundation is a 501(C)3, an independent resource development partner of Los Angeles Trade-Technical College. Our board is composed of various business leaders in our community with philanthropic commitment to our college through giving, fundraising, and volunteering.

WHAT WE DO...

- Provide scholarships
- Support college activities
- Promote the college
- Give grants for special projects
- Respond to urgent needs

2012 GOALS

- Revitalization
- Building Capital Resources
- Building New Partnerships
- Strengthening Alumni Relations
- Rebranding of LATTC

HOW WE DO ALL THIS...

- Request and receive donations
- Solicit grants
- Develop partnerships
- Facilitate estate gifts
- Produce events
- Recognize donors and friends
- Manage gifts and resources
- Coordinate volunteers

Visit us on http://college.lattc.edu/foundation

400 West Washington Blvd. #ST 535, Los Angeles, CA 90015  213-763-7166
LATTC ALUMNI ASSOCIATION
“Trade-Tech Aluminaries”

Los Angeles Trade-Technical College Foundation / Alumni Relations
400 W. Washington Blvd. ST 535, Los Angeles, CA 90015
Phone: (213) 763-7166 • Fax: (213) 763-5362
Website: http://college.lattc.edu/alumni
“Building a Foundation for the Great Future”

JOIN THE LATTC ALUMNI ASSOCIATION TODAY!

- Receive information about special events
- Enjoy special programs created just for alumni
- Career Workshops just for alumni
- Network with other distinguished alumni

Alumni Information

Name:

Year Graduated: Program of Study:

Address:

City:

State:

ZIP Code:

Telephone (home):

Telephone (business):

E-Mail:

Complete the form and return it to:
Los Angeles Trade Technical College Alumni Relations Office
400 W. Washington Blvd ST 535, Los Angeles, CA 90015

This information is for LATTC Foundation use only and will not be released to third parties.
LATTC is a tax-exempt non-profit 501(c)(3) corporation.
### INFORMATION & SERVICES

#### Activities

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#### D-F

| Disabled Student Programs & Services | 763-3778 | EL-110 |
| **EOPS Programs** | 763-7097 | JH-205 |
| **EOPS/CARE** | 763-7117 | JH-205 |
| **Financial Aid Lab** | 763-7082 | JH-314 |
| • FAFSA Application | | |
| • Activate Debit Card | | |
| • Check status of financial aid and disbursements | | |
### Information & Services

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## College Administration

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### ACADEMIC AFFAIRS & WORKFORCE DEVELOPMENT

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<td>JH-503</td>
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<td>Joseph Guerrieri, Acting Dean, Academic Affairs</td>
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<td>Vincent Jackson, Dean, Academic Affairs</td>
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<tr>
<td>Cynthia Morley-Mower, Dean, Academic Affairs</td>
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<tr>
<td>Marcus Anglin, College Financial Administrator</td>
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<tr>
<td>Dorothy Smith, Dean, Student Success</td>
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<td>Luis Dorado, Dean, Student Services</td>
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### Language Arts / Humanities

#### Language Arts/Humanities: Art

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#### Language Arts/Humanities: Humanities

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#### Language Arts/Humanities: Philosophy

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#### Language Arts/Humanities: Spanish

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### Learning Skills/Noncredit/Continuing Education

#### Learning Skills

- Learning Skills Center: 3738 RH-212
- Ankelel, Christina: 3741 RH-100c
- Armstrong, Maria: 3698 OH-212
- Cole, Valerie: 3742 RH-102
- Harley, Norma: 3738 OH-212
- Irquiez, Noe: 3738 RH-102
- Nwako, John: 3738 RH-102a
- Pham, Minh: 3738 RH-102
- Porter, Alfred: 3738 RH-102

#### Noncredit/Continuing Education

- Galindo, Maryanne: 5554 OH-212
- Tom-Miura, Dr. Allison: 3759 OH-212E

### Library Science

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## Sciences

### Sciences: Biology
- Brockmann, Erika 7306 CH-408
- Denton, Dr. Timothy 7297 CH-423c
- Gboge, John 7295 CH-405
- Gee, Dr. Angela 7296 CH-423f
- Lavender, Steve 7295 CH-405
- Leon, Dr. Raul 7295 CH-405
- Nutter, Karl 7295 CH-405
- Olson, Bruce 7295 CH-405
- Shank, Barbara 7295 CH-405
- Wong, Ricky 7313 CH-423d

### Sciences: Chemistry
- Acero, Gustavo 7295 CH-405
- Babajide, Rasaq 7295 CH-405
- Madyun, Renee 7318 CH-423e

### Sciences: Geology
- Hall, Justin 7295 CH-405

### Sciences: Microbiology
- Abdulmalek, Sulaiman 7295 CH-405
- Hosseini, Mansour 7295 CH-405
- Fantastico-Caldas, Dr. Marissa 7298 CH-423f

### Sciences: Physical Geography
- Landau, Dr. Daniel 7295 CH-405

### Sciences: Physics
- Goodman, Todd 7295 CH-405
- Powers, Dr. Richard 7295 CH-405
- Rupa, De 7295 CH-405
- Vazquez, Carlos 7295 CH-405
- Whiting, Russ 7295 CH-405

## Student Services - Counselors

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## Diesel and Related Technology

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**SPRING 2013 FINAL EXAM SCHEDULE**

**VERY IMPORTANT** – Final examinations are required of all classes and are required to be given within the designated final exam period; a two-hour period is scheduled for each examination.

The date of your final examination is determined by the first day and the first hour your class meets.

Final examinations must be held on the day and time scheduled and in your regularly assigned classroom.

**Short-term Classes** – Classes that are scheduled less than 15 weeks will have their final exam at the normal class time on the last day of instruction.

**Weekend Classes** – Classes that are scheduled on Friday only or Saturday only will have their final exam at the normal class time on Friday, May 31 or Saturday, June 1.

**Evening Classes** – Classes that meet at 3:30 p.m. or later will have their final exam within the parameters of the final exam scheduled list below.

For class times not listed or in case of conflicts or make-up exams – please see instructor. Instructors will need to consult with their Department Chair and Area Dean to determine final exam times for classes with start times that do not coincide with the standard time blocks listed below.

### Final Exam Schedule

<table>
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<tr>
<th>Time</th>
<th>Tuesday May 28</th>
<th>Wednesday May 29</th>
<th>Thursday May 30</th>
<th>Friday May 31</th>
<th>Saturday June 1</th>
<th>Monday June 3</th>
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<tbody>
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<td>7:00-9:00am</td>
<td>Classes starting between 7:00-7:55 am MTWTh, or Tues/Thurs, or starting between 7:00-8:55 am Tuesday only</td>
<td>Classes starting between 7:00-7:55 am Mon/Wed or Wed/Fri or starting between 7:00-8:55 am Wednesday only</td>
<td>Classes starting between 8:00-8:55 am MTWTh, or Tues/Thurs, or starting between 7:00-10:55 am Thursday only</td>
<td>Classes starting between 8:00-9:55 am Wed/Fri, or starting between 7:00-8:55 am Fri/Sat or Friday only</td>
<td>Classes starting between 7:00-8:55 am Saturday only</td>
<td>Classes starting between 8:00-8:55 am Monday only</td>
</tr>
<tr>
<td>9:30-11:30am</td>
<td>Classes starting between 10:00-10:55 am MTWTh, or Tues/Thurs, or starting between 9:00-10:55 am Tuesday only</td>
<td>Classes starting between 10:00-11:55 am MTWTh, or Tues/Thurs, or starting between 9:00-12:55 pm Tuesday only</td>
<td>Classes starting between 10:00-12:55 pm MTWTh, or Tues/Thurs, or starting between 11:00 am-12:55 pm Wednesday only</td>
<td>Classes starting between 10:00-12:55 pm Wed/Fri, or starting between 12:00-2:55 pm Fri/Sat or Friday only</td>
<td>Classes starting between 9:00-11:55 am Saturday only</td>
<td>Classes starting between 9:00-9:55 am Monday only</td>
</tr>
<tr>
<td>12:00-2:00pm</td>
<td>Classes starting between 11:00-11:55 am MTWTh, or Tues/Thurs, or starting between 10:00-12:55 pm Tuesday only</td>
<td>Classes starting between 11:00-11:55 am MTWTh, or Tues/Thurs, or starting between 10:00-12:55 pm Wednesday only</td>
<td>Classes starting between 12:00-12:55 pm MTWTh, or Tues/Thurs, or starting between 11:00 am-12:55 pm Thursday only</td>
<td>Classes starting between 12:00-12:55 pm Wed/Fri, or starting between 12:00-2:55 pm Fri/Sat or Friday only</td>
<td>Classes starting between 12:00-2:55 pm Saturday only</td>
<td>Classes starting between 12:00-12:55 pm Monday only</td>
</tr>
<tr>
<td>2:30-4:30pm</td>
<td>Classes starting between 1:00-2:55 pm MTWTh, or Tues/Thurs, or starting between 1:00-3:15 pm Tuesday only</td>
<td>Classes starting between 1:00-2:55 pm MTWTh, or Tues/Thurs, or starting between 1:00-3:15 pm Wednesday only</td>
<td>Classes starting between 1:00-2:55 pm MTWTh or Wed/Fri, or starting between 1:00-3:15 pm Thursday only</td>
<td>Classes starting between 1:00-2:55 pm Fri/Sat, or starting between 3:00-4:55 pm Fri/Sat or Friday only</td>
<td>Classes starting between 12:00-2:00pm Saturday only</td>
<td>Classes starting between 12:00-12:55 pm Monday only</td>
</tr>
<tr>
<td>5:00-7:00pm</td>
<td>Classes starting between 3:20-4:55 pm MTWTh, or Tues/Thurs, or 3:20-5:55 pm or 3:20-5:55 pm Tuesday only</td>
<td>Classes starting between 3:20-4:55 pm MTWTh, or Tues/Thurs, or 3:20-5:55 pm Wednesday only</td>
<td>Classes starting between 3:20-4:55 pm Wed/Fri, or 3:20-5:55 pm Thursday only</td>
<td>Classes starting between 3:00-5:55 pm Fri/Sat, or starting between 3:00-5:55 pm Saturday only</td>
<td>Classes starting between 5:00-7:00pm Monday only</td>
<td>Classes starting between 5:00-7:00pm Monday only</td>
</tr>
<tr>
<td>7:30-9:30pm</td>
<td>Classes starting between 6:00-8:00 pm MTWTh, or Tues/Thurs, or Tuesday only</td>
<td>Classes starting between 6:00-8:00 pm MTWTh, or Tues/Thurs, or 6:00-8:00 pm Wednesday only</td>
<td>Classes starting between 6:00-8:00 pm MTWTh, or 6:00-8:00 pm Thursday only</td>
<td>Classes starting between 6:00-8:00 pm Fri/Sat, or 6:00-8:00 pm Friday only</td>
<td>Classes starting between 6:00-8:00 pm Saturday only</td>
<td>Classes starting between 6:00-8:00 pm Monday only</td>
</tr>
</tbody>
</table>
NOTES
## Public Transportation to Los Angeles Trade-Technical College

### Metro Rail/Bus Lines (www.mta.net):

<table>
<thead>
<tr>
<th>Metro Rail</th>
<th>Blue, Gold, Green, Orange and Red Lines</th>
<th>Access from:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/302</td>
<td>Downtown Los Angeles - Pacific Palisades via Sunset Bl</td>
<td>Blue Line Grand Station</td>
</tr>
<tr>
<td>4</td>
<td>Downtown Los Angeles - West Los Angeles - Santa Monica via Santa Monica Bl</td>
<td>Broadway/Venice</td>
</tr>
<tr>
<td>10</td>
<td>Downtown Los Angeles - West Hollywood via Temple St &amp; Melrose Av</td>
<td>Main/Venice</td>
</tr>
<tr>
<td>14</td>
<td>Downtown Los Angeles - Beverly Hills via Beverly Bl</td>
<td>Grand/Venice</td>
</tr>
<tr>
<td>20</td>
<td>Downtown LA - Santa Monica via Wilshire Bl</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>33/333</td>
<td>Downtown LA - Santa Monica via Venice Bl</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>35/335</td>
<td>Downtown Los Angeles - Fairfax/Washington via Washington Bl</td>
<td>Broadway/Venice</td>
</tr>
<tr>
<td>37</td>
<td>Downtown Los Angeles - Fairfax/Washington via Adams Bl</td>
<td>Grand/Venice</td>
</tr>
<tr>
<td>38</td>
<td>17th/Broadway - Fairfax/Washington via W. Jefferson Bl</td>
<td>Grand/Jefferson</td>
</tr>
<tr>
<td>40</td>
<td>South Bay Galleria - Union Station via Hawthorne Bl, Crenshaw Bl &amp; ML King Bl</td>
<td>Broadway/Washington</td>
</tr>
<tr>
<td>42</td>
<td>LAX - Downtown LA via LAX City Bus Center, LaTijera Bl, Stocker St &amp; M.L.King Bl</td>
<td>Broadway/Washington</td>
</tr>
<tr>
<td>45</td>
<td>Lincoln Heights - Rosewood via Broadway</td>
<td>Broadway/Washington</td>
</tr>
<tr>
<td>48</td>
<td>Downtown Los Angeles-Avalon Station via Main St &amp; South San Pedro St</td>
<td>Main/Venice</td>
</tr>
<tr>
<td>55/355</td>
<td>Downtown LA - Imperial Station via Compton Av</td>
<td>Grand Station</td>
</tr>
<tr>
<td>66/366</td>
<td>Wilshire Center - Montebello via 8th St &amp; Olympic Bl</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>68/84</td>
<td>West Los Angeles - Montebello via Washington Bl &amp; Cesar Chavez Av</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>78/79/378</td>
<td>Arcadia - Los Angeles via Huntington Dr &amp; Las Tunas Dr</td>
<td>Olive/Venice-18th</td>
</tr>
<tr>
<td>83</td>
<td>Eagle Rock - Downtown LA via York</td>
<td>Hill-Main/Venice</td>
</tr>
<tr>
<td>90/91</td>
<td>Downtown LA - Sunland via Glendale Av, Foothill Bl</td>
<td>Hill/Venice</td>
</tr>
<tr>
<td>94</td>
<td>Downtown Los Angeles-Sylmar Station via Hill St &amp; San Fernando Rd</td>
<td>Hill/Venice</td>
</tr>
<tr>
<td>96</td>
<td>Downtown Los Angeles-Sherman Oaks via Griffith Pk Dr &amp; Riverside Dr</td>
<td>Olive-Grand/Venice</td>
</tr>
<tr>
<td>439</td>
<td>LAX/Airport Station - Downtown LA/Union Station via LAX, Westchester, etc.</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>442</td>
<td>Hawthorne - Downtown LA via Hawthorne Bl, La Brea Av, Manchester Bl, etc.</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>444</td>
<td>Rancho Palos Verdes - Downtown LA via Hawthorne Bl-Harbor /I-110 Fwy</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>445</td>
<td>San Pedro - Union Station via Pacific Av, First St, Harbor Beacon Park Ride Lot, etc.</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>446/447</td>
<td>San Pedro - Downtown LA/Union Station via Pacific Av., Avalon Bl, etc.</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>484</td>
<td>Metro Local and Express (Pomona-Downtown LA via Valley Bl &amp; El Monte Busway)</td>
<td>Olive/Venice-18th</td>
</tr>
<tr>
<td>485</td>
<td>Metro Local and Express (Altadena-Downtown LA via Lake Av &amp; El Monte Busway)</td>
<td>Olive/Venice-18th</td>
</tr>
<tr>
<td>487/489</td>
<td>Sierra Madre Villa Gold Line Station-Downtown LA -- Temple City - Downtown LA</td>
<td>Red Line&gt;Blue Line&gt;Grand Station</td>
</tr>
<tr>
<td>490</td>
<td>Metro Local and Express (Pomona-Downtown LA via Ramona Bl &amp; El Monte Busway)</td>
<td>Olive/Venice-18th</td>
</tr>
<tr>
<td>603</td>
<td>Rampart Bl. - Hoover St-Allesandro St. - Colorado St.</td>
<td>Grand/Washington</td>
</tr>
<tr>
<td>730</td>
<td>Metro Rapid (Downtown LA-Pico Rimpau via Pico Bl)</td>
<td>Broadway/Temple</td>
</tr>
<tr>
<td>745</td>
<td>Metro Rapid (Downtown Los Angeles-Harbor Freeway Station via Broadway)</td>
<td>Broadway/Washington</td>
</tr>
<tr>
<td>794</td>
<td>Metro Rapid (Downtown Los Angeles-Burbank Station via San Fernando RD, Brand Bl)</td>
<td>Hill/Venice</td>
</tr>
</tbody>
</table>

### Other transit lines that stop within a few blocks of the college include:

- LADOT DASH and Commuter Express (http://www.ladottransit.com/)
- Foothill Transit (http://www.foothilltransit.org/)
- Santa Monica Municipal Bus Lines (http://www.bigbluebus.com/home/index.asp)
- Torrance Transit (http://www.ci.torrance.ca.us/128.htm)
Student Parking Guidelines

You are responsible for knowing LATTC parking rules and regulations. This information is intended to provide students with basic guidelines on parking at the college. The complete text of the college’s parking rules and regulations is printed in the College Catalog and may also be obtained from the Sheriff’s Department, CY-150, the Administrative Services Office, or the College Website: (lattc.edu).

+ Student parking regulations are enforced from the first day of classes each semester through final examinations. A student parking permit is valid for the current academic term only and must be displayed at all times a vehicle is parked on college property. Saturday and Sunday parking permit use is enforced in the same manner as weekdays.

+ Parking permits are made of removable Mylar and should be affixed to the inside rear window, (lower right side, facing outward.) Vehicles displaying a permit which is expired, altered, reported lost or stolen, or not completely visible are subject to a citation.

+ A valid college parking permit and a DMV placard must be displayed on any vehicle parked in a designated handicapped stall. Students with a verified disability should go to the Disabled Students Program and Services Office, EL-110, to arrange for an accommodation.

+ Regulations governing handicapped parking, red curbs, no-parking zones, fire lanes, special permit areas, and areas that have parking time limitations are enforced 24 hours a day, including weekends and holidays. Failure to display a parking permit or parking in an area not authorized for student parking, including metered spaces, will result in the issuance of a citation. Illegally parked vehicles may be towed away at owner’s expense.

+ All traffic laws must be obeyed. Vehicles must be parked in stalls within the designated lines. The college speed limit is 7 miles per hour.

+ The purchase of a parking permit does not guarantee a parking space; It is only a license to park one vehicle with a Student Parking Permit for all time periods in any of the designated areas specified below:

**Preferred Student Parking ($27.00 for Fall & Spring Semesters and includes $7.00 ASO membership) – as available:**

- Olive Street Parking Facility- Entrance from Olive St., between Washington Blvd. and 21st St.
- Roof Lot (OH-Bldg) - Entrance from Flower St. (Southbound ONLY), between 22 St. and 23rd St.

**General Student Parking ($20.00 for Fall & Spring Semesters):**

- 18th and Grand Lot -- Entrance: Northbound from Olive St. or westbound from 17th St.
- Glory Church -- Entrance: Southbound from Grand Ave.

**General Student Parking ($10.00 for Summer & Winter Sessions):**

- For Summer & Winter Sessions, $10.00 General Student Parking Permits are accepted in Preferred Student Parking areas above.

+ OVERFLOW PARKING: LATTC makes every effort to provide adequate parking for all students, staff and visitors. However, since parking becomes extremely impacted during the first three weeks of the Fall and Spring semesters, we have made arrangements with our neighbor and community partner, The LA Mart, at 1933 S. Broadway, to provide overflow parking for LATTC. The lot is accessible from South Broadway St., just south of Washington Bl., and will be available to students and staff with a valid parking permit for the first three weeks of the Fall and Spring semesters ONLY.

+ LATTC assumes no responsibility or liability for your car or its contents while parked in the lots.

+ Escort service is provided upon availability for students with physical or other limitations. Note: This is not a shuttle service. Call the College Sheriff’s Department and an officer will be dispatched to your location.

+ Inquiries regarding the college’s parking permit program should be directed to the offices listed below during normal business hours. College Sheriff’s Department personnel are, however, on duty 24 hours a day, seven days a week to assist with permit use and enforcement issues.

+ Parking Rules, Regulations, Permit Use and Enforcement: College Sheriff’s Department, CY-150, (213) 763-3600. Individuals who believe a citation was issued to them in error must appeal it immediately by completing an Administrative Review form (available at the Sheriff’s Department, CY-150) or LATTC Sheriff’s Department website under Parking Citations and Appeals). Appeals must be mailed to: Los Angeles Trade Technical College, c/o Parking Citation Service Center, P.O. Box 11923, Santa Ana, CA 92711. Failure to immediately pay or appeal a citation may result in substantial penalties and a Department of Motor Vehicle (DMV) hold on your vehicle registration.

+ Permit Sales, Refunds, and Exchanges: Business Office, JH-113, (213) 763-7225. For further information regarding parking policy: Administrative Services, JH-532, (213) 763-7040. The parking information shown above is subject to change without notice.
Please note: At the time of publication, current information was used. Construction demands will create changes and information will always be available at the College Sheriff's Office, D110, (213) 763-3600, 24 hours a day, 7 days per week. LATTC provides adequate parking for students, staff and visitors. However, for Fall & Spring Semesters, student parking is designated as "Preferred" and "Censored." Preferred Student Parking ($27.00 and includes ASO membership fee of $7.00) is in the Olive Street Parking Facility, Oak Hall Roof Lot.

General Student Parking ($20.00) is located at the 18th and Grand and Glory Church Lots. General Student Parking ($10.00) for Summer and Winter Sessions ONLY is accepted in all college parking lots. The complete text of the college's parking rules and regulations is printed in the College Catalog and may also be obtained from the Sheriff's Department, Cypress Hall-150, the Administrative Services Office, or the College Website: [http://college.lattc.edu/sherif/parking-information](http://college.lattc.edu/sherif/parking-information).

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Los Angeles Trade-Technical College
400 W. Washington Blvd.
Los Angeles, CA 90015
Ph: (213) 763-7000
www.lattc.edu