HOW TO READ COURSE DESCRIPTIONS

Every course description includes the course name (the abbreviation of the department followed by the course number, for example, ENGL-101A) and the course title. There is also the number of units earned upon successful completion of the course as well as the means by which the units are earned, either through a lecture, laboratory, or combination lecture and laboratory experience. Course prerequisites, corequisites, and advisories are identified, as applicable. If the course is cross-referenced to an identical course in another department, then that information will be indicated and will allow students the option of determining within which department they choose to apply their credit. The Accepted For Credit tag indicates if the course will transfer to either or both the University of California (UC) and California State University (CSU) systems. The course description gives a summary view of the course content and indicates if a course may be repeated for credit and what grading policies apply to the course.

COURSE REQUISITES

A “Prerequisite” is a course that needs to be successfully completed with a grade of C or better before a student can register for another course. The prerequisite course contains knowledge and skills that will enable the student to be more prepared for the next course. For example, students must complete MATH-188, Pre-Calculus, with a grade of C or better before being able to register for MATH-101A, Calculus.

A “Corequisite” is a course that must be taken during the same term as another course. Students need to take both courses during the same semester as information is shared between the courses and students will have a better chance of succeeding. For example, students who register for GEOL-102L, Oceanography Laboratory, also need to register for GEOL-102, Introduction to Oceanography, during the same semester.

An “Advisory” is a course that students are recommended to take before registering in another course, but are not required to do so. Students are encouraged to take an Advisory course before registering for another course as the information in the first course will help them succeed in the second course. For example, ENGL-120A, Survey of American Literature: Beginning to 1865, has an Advisory of ENGL-101A, Reading and Written Composition.

Students have the right to challenge the prerequisite or corequisite for any one of the following reasons:

1. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite (student documentation required).

2. The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or corequisite course has not been made reasonably available.

3. The prerequisite or corequisite has not been established in accordance with the District’s process of establishing prerequisites and corequisites (regulations and District approved processes are available in the Office of the Vice President, Academic Affairs/Deputy Superintendent).

4. The student believes the prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawful discriminatory manner.

Written documentation to substantiate the challenge must be provided. Challenge petitions may be obtained from the Counseling Department.
COURSE IDENTIFICATION NUMBERING SYSTEM (C-ID)

The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number. Thus, if a class schedule or catalog lists a course bearing a C-ID number, for example CHEM 110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID CHEM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different California community colleges. However, students should always go to www.assist.org to confirm how each college’s course will be accepted at a particular baccalaureate college or university for transfer credit.

The C-ID numbering system is useful for students attending more than one community college and is applied to many of the transferable courses students need as preparation for transfer. Because these course requirements may change and because courses may be modified and qualified for or deleted from the C-ID database, students should always check with a counselor to determine how C-ID designated courses fit into their educational plans for transfer.

Students may consult the course listings in the Ohlone catalog or WebAdvisor (https://webadvisor.ohlone.edu) for Ohlone courses that have been approved for C-ID. Counselors can always help students interpret or explain this information.

ACCEPTED FOR CREDIT

Units earned will be accepted in transfer at CSU and/or UC. Students should see a counselor or go to http://www.assist.org to determine if the units satisfy general education, major, or elective requirements at a specific CSU or UC campus.

COURSE GRADING POLICY

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR</td>
<td>Course offered for pass/no pass only</td>
</tr>
<tr>
<td>GC</td>
<td>Course offered with student given the option to enroll for pass/no pass or for a letter grade</td>
</tr>
<tr>
<td>GR</td>
<td>Course offered for letter grade only</td>
</tr>
<tr>
<td>NG</td>
<td>Course has no grade, no credit</td>
</tr>
</tbody>
</table>

MULTI-DEPARTMENTAL COURSES

Selected Topics (210, 211, 212, 213, 214, 215)

These courses are designed to offer instruction in topics of current concern in any of the instructional disciplines. The topics selected will be related to existing subject fields, but not necessarily offered within the regular catalog courses. Selected Topics are offered by most disciplines and are identified by the number 210 for ½ unit courses, 211 for 1 unit courses, 212 for 2 unit courses, 213 for 3 unit courses, 214 for 4 unit courses, and 215 for 5 unit courses. The maximum number of units from Selected Topics which may be used to apply toward the associate degree is 8 units. Selected Topics courses are not CSU or UC transferable.
Special Projects (201, 202, 203)

These courses are designed for students who wish to undertake an individual study or to complete research related to a particular field. In compliance with State regulations, Special Projects courses are available for 1, 2, or 3 units. These courses are identifiable by the number 201 for 1 unit, 202 for 2 units, and 203 for 3 units. The maximum number of units which can be earned at any time, in any combination of Special Projects courses, is 7 units. A Special Projects Authorization Form must be completed and submitted to the Office of Admissions and Records on the Fremont campus in order to register for a Special Projects course.

PUBLIC SAFETY COURSES

Ohlone College is a member of the South Bay Regional Public Safety Training Consortium. Vocational training courses are offered in various areas including, but not limited to, the following: Correctional Officer, Law Enforcement Officer, Reserve Police Officer, Dispatcher, Fire Technology, Probation Officer, and Juvenile Hall Counselor. The Consortium is funded by various colleges regionally to provide vocational specific training which may require special facilities, special training conditions, or is presented outside of the schedules of regular college classes. Students who would like a schedule of these classes or more information on specific programs may call (408) 270-6458.

The application and registration process is completed at the South Bay Regional Public Safety Training Consortium located at 3095 Yerba Buena Road in San Jose. These courses are open to the public. Students who would like information about a career in any of these programs should call (408) 270-6458.

ACADEMIC DIVISION INFORMATION

There are eight academic divisions at Ohlone including Arts and Social Sciences; Business, Technology, and Learning Resources; Counseling; Deaf Studies; Kinesiology and Athletics; Health Sciences and Environmental Studies; Language and Communication; and Science, Engineering, and Mathematics. Following are the departments contained within each academic division and the contact information for each division.

Division: Arts and Social Sciences
Departments: Administration of Justice (AJ); Air Force (AF); Art (ART); Broadcasting (BRDC); Chicano/Latino Studies (CHS); Gender and Women’s Studies (WS); Graphic Arts/Computer Graphics (GA); History (HIST); Interior Design (ID); Interdisciplinary Studies (IS); Multimedia (MM); Music (MUS); Philosophy (PHIL); Political Science (PS); Psychology (PSY); Sociology (SOC); Speech and Communication Studies (SPCH) Theatre and Dance (TD)
Dean: Walter Birkedahl
Executive Assistant: Sheila Holland
Location: Fremont campus, Smith Center, Room 147
Phone number: (510) 659-6216

Division: Business, Technology, and Learning Resources
Departments: Business Administration (BA); Business Supervision/Management (BSM); Computer Applications and Occupational Technology (CAOT); e-Campus; Computers, Networks, and Emerging Technology (CNET); Computer Science (CS); Learning Resource Center; Library Science (LS); Real Estate (RE); Work Experience Education (WEX)
Dean: Lesley Buehler
Executive Assistant: Sila Marques
Location: Fremont campus, Room 1302
Phone number: (510) 659-6080

Division: Counseling
Departments: Career Services, Counseling, Learning Skills Program (LSP), Orientation, Personal Development (PD), Placement Testing, Transfer Center
Interim Dean: Wayne Takakuwa
Location: Fremont campus, Room 7322
Phone number: (510) 659-6057

Division: Deaf Studies
Departments: American Sign Language (ASL), Deaf Preparatory Program (DEAF), Interpreter Training (INT)
Interim Deans: Thomas Holcomb and Nancy Pauliukonis
Executive Assistant: Nora Choppelas
Location: Fremont campus, Room 6203
Phone number: (510) 659-6269

Division: Health Sciences and Environmental Studies
Departments: Allied Health (AH), Consumer and Family Sciences (CFS), Contract Education, Early Childhood Studies (ECS), Education (EDUC), Environmental Studies (ENVS), Nursing (NUR), Physical Therapist Assistant (PTA), Respiratory Therapist (RT)
Dean: Gale Carli
Executive Assistant: Zelma Hunter
Executive Assistant: JoAnne Serran
Location: Newark campus, Room NC1324
Phone number: (510) 742-3100

Division: Kinesiology and Athletics
Departments: Athletics (ATHL), Health (HLTH), Kinesiology (KIN), Physical Education (PE), Community Education
Director: Christopher Warden
Executive Assistant: Laura Martinez
Location: Fremont campus, Room 9303
Phone number: (510) 659-6044

Division: Language and Communication
Departments: Arabic (ARBC); Basic Skills; Chinese (CHIN); Communication (COMM); English (ENGL); English as a Second Language (ESL); English Learning Center; French (FREN); Japanese (JPN); Journalism (JOUR); Spanish (SPAN); Speech and Communication Studies (SPCH)
Dean: Mark Lieu
Executive Assistant: Kathleen Martinez
Location: Fremont campus, Room HH-227
Phone number: (510) 659-6173

Division: Science, Engineering, and Mathematics
Departments: Anthropology (ANTH); Astronomy (ASTR); Biology (BIOL); Biology-Chemistry Learning Center; Biotechnology (BIOT); Chemical Technology (CHMT); Chemistry (CHEM); Engineering (ENGI); Engineering Technology (ETEC); Geography (GEOG); Geology (GEOI); Mathematics (MATH); Math Learning Center; Physics (PHYS); Physics-Engineering Learning Center
Dean: Mike Holtzclaw
Executive Assistant: Irene Benavidez
Location: Fremont campus, Room 8203
Phone number: (510) 659-6191